

## APPLICATION

### Study field "Law" for assessment

Study field	<i>Law</i>
Title of the higher education institution	<i>Sabiedrība ar ierobežotu atbildību "BALTIJAS STARPTAUTISKĀ AKADĒMIJA"</i>
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## **Self-evaluation report**

Study field "Law"

Baltic International Academy

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## I - Information on the Higher Education Institution/College

### 1.1. Basic information on the higher education institution/ college and its strategic development directions, including the following information:

The limited liability company “Baltijas Starptautiskā akadēmija” (Baltic International Academy) was established in 1992 as the Baltic Russian Institute. In 2006 the Baltic Russian Institute was renamed the Baltic International Academy (hereinafter referred to as the BIA). **The main goal of the BIA is to provide the students with higher education and qualification, competitive in the international labour market**, in accordance with the current international requirements and the Constitution of the BIA approved by the Cabinet of Ministers of the Republic of Latvia in 2014.

**The BIA is registered in the Commercial Register (Annex 1), the Register of Educational Establishments (Annex 2) and the Register of Scientific Institutions (Annex 3).** It is **the accredited higher education establishment (Annex 4)** which provides higher education on the basis of the Constitution of the Republic of Latvia, the Education Law, the Law on Institutions of Higher Education, the Law on Scientific Activities, other legal acts and the Constitution of the higher educational institution which sets out the goals, tasks and guiding principles of its activities as well as its competences and forms of operation.

The BIA is a member of the **Association of Private Higher Education Institutions** and is one of the ten private higher education establishments in Latvia which occupies a prominent place in the field of higher education. Private higher education establishments in Latvia have gained the trust of the population by offering every year the opportunities for studies in all regions of Latvia and at all levels of study including the doctoral studies. The wide range of study programmes, interesting and practical study content, good material base and modern teaching methodology, increasing opportunities for international cooperation and many other factors have contributed to the development of the private universities and will ensure their growth. Representatives of the Association of Private High Schools are delegated to the Council of Higher Education as well as to other institutions related to the resolution of topical issues of higher education.

The BIA is a member of the **Latvian College Association** having 26 members the goal of which is to promote the development and improvement of colleges and universities by implementing the 1st level professional higher education programmes and increase their efficiency.

Rector of the Baltic International Academy is a member of the **Latvian Rectors' Council** which unites the rectors of all Latvian higher education institutions the goal of which is to improve and develop the higher education in Latvia and to participate in **the European Common Education Area through the European University Association**.

The BIA is a member of the **International Association of Social Work Schools** since 2006.

The BIA is a higher education establishment which is operating in the Latvian Higher Education Area and ensures sustainable education of creative people on the basis of its prestige in the Latvian society, highly qualified personnel, modern technologies and developed material-technical base.

The education is provided in line with the development objectives of the Ministry of Education and Science as set out in Latvian policy planning documents. The objectives of higher education and science are implemented in the consolidated higher education and science sector. This is foreseen by the Latvian National Development Plan for 2020, the Education Development Guidelines for 2020 and directions of policy and measures of the Science, Technology Development and

In 2012 as a result of reorganization the BIA and the limited liability company Baltic Higher educational institution of Psychology and Management (BPMA) acquired a limited liability company College of Accounting and Finance (GFK) (BIA and BPMA purchased 50% of its shares each).

During the reporting period - academic year 2014./2015. the limited liability company Baltic Higher educational institution of Psychology and Management, registration No. 40003261174, was reorganized on the basis of the Resolution No. 6-12 / 4928 of the Latvian Company Register "On the recording of reorganization in the Commercial Register". As a result of reorganization the Baltic Higher Educational Institution of Psychology and Management (BPMA) was reorganized and merged into the BIA. Prior to the merger both high schools carefully evaluated their strategic specialization, developed a detailed merger plan and assessed the value of the merger.

As a result of reorganization was setu a strong high quality and modern infrastructure, academic resources,the internal management and resource management were strengthened and the study fields and study programmes were combined and supplemented.

Table 1.1.1.

**Study directions after reorganization in 2015**

No.	<i>Study directions of the Baltic Higher School of Psychology and Management</i>	<i>Study directions of the Baltic International Academ</i>
1.	<b>Psychology</b>	
2.	<b>Social welfare</b>	
3.	<b>Economics</b>	<b>Economics</b>
4.		<b>Information and communication sciences</b>
5.		<b>Information technology, computer technology, electronics, telecommunication, computer control and computer science</b>
6.		<b>Art</b>
7.		<b>Sociology, Political Science and Anthropology</b>
8.		<b>Jurisprudence</b>

9.	<b>Translation</b>
10.	<b>Management, administration and real estate management</b>
11.	<b>Hotel and restaurant service, tourism and recreation organization</b>

Considering the qualitative and quantitative factors the study direction “Information Technology, Computer Engineering, Electronics, Telecommunications, Computer Control and Computer Science” was closed in 2015.

Table 1.1.2.

#### **Dynamics of the BIA study directions for 2013-2021**

<i>Academic year</i>	<i>Number of study directions</i>
2020/2021	<b>10</b>
2014/2015	<b>11</b>
2013/2014	<b>9</b>

The BIA provides higher education at four study levels in 2020./2021. academic year.

Table 1.1.3.

#### **Number of study programmes at different levels in 2020./2021. academic year**

<i>EKI level</i>	<i>Type of study programme</i>	<i>Number of programmes</i>
8	Doctoral study programme	<b>2</b>
7	Master's study programme	<b>12</b>
6	Bachelor's study programme	<b>11</b>
5	First level study programme	<b>4</b>

The list of study directions and programmes accredited by the BIA as of September, 2019 (Appendix 5) contains 10 study directions and 29 study programmes.

According to the data of the Central Statistical Bureau (CSB) the total number of students in the Latvian higher education institutions has decreased since 2018/2019 academic year by 1.2 thousands and since 2015 by 3.9 thousands.

The BIA management, administration, branch managers, as well as the study direction managers and study programme managers are analyzing the dynamics of the number of students in order to

facilitate the further development of study directions. Common trends in the development and improvement of the Latvian higher education are also analyzed.

Table 1.1.4.

**Dynamics of the number of students 2013/2014 till 2020/2021**

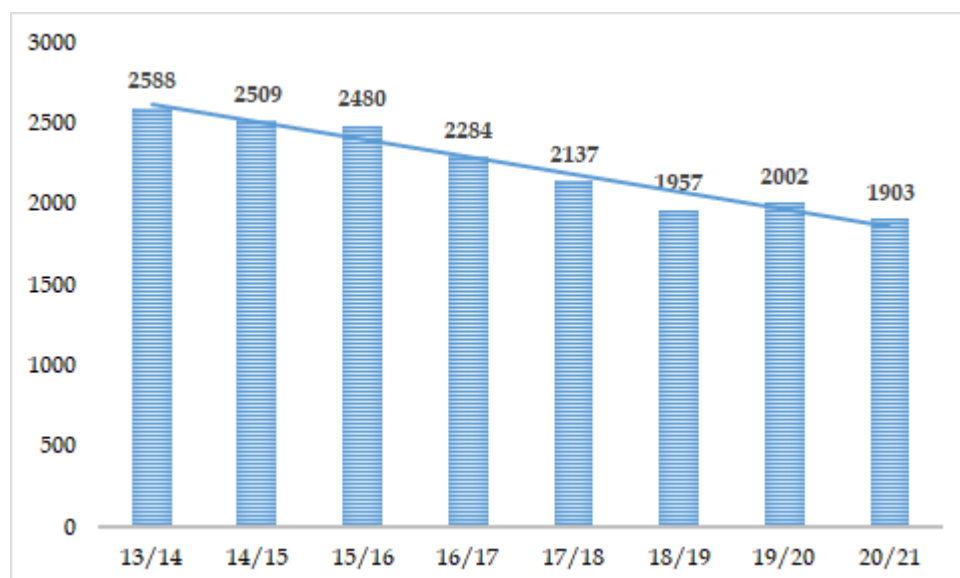


Table 1.1.5.

**Dynamics of the number of students in the BIA branches from 2013/2014 till 2020/2021**

	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
DA	253	238	261	275	292	251	253	310
JK	113	115	111	108	111	104	117	111
JL	141	131	162	140	121	107	122	104
LI	116	112	107	101	94	71	83	78
RE	90	86	81	74	60	48	49	38
RI	1818	1773	1696	1522	1400	1335	1332	1226
SM	29	26	29	30	31	19	24	19
VE	28	28	33	34	28	22	22	17
Kopā	2588	2509	2480	2284	2137	1957	2002	1903

The number of students in Riga (RI), Jelgava (JL), Jekabpils (JK), Daugavpils (DA), Rezekne (RE), Smiltene (SM), Liepaja (LI) and Ventspils (VE).

The number of students of the BIA has sufficiently decreased (28%) during the period from the academic year 2013/2014 till the academic year 2018/2019. The positive tendencies in the number of students are observed in Daugavpils and Jekabpils branches.

Table 1.1.6.



**Dynamics of the number of students in the study directions from 2013/2014 till 2020/2021**

Study direction	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
<b>Jurisprudence</b>	<b>551</b>	<b>567</b>	<b>591</b>	<b>596</b>	<b>586</b>	<b>491</b>	<b>507</b>	<b>452</b>
<b>Management, administration and real estate management</b>	<b>482</b>	<b>435</b>	<b>407</b>	<b>362</b>	<b>355</b>	<b>323</b>	<b>359</b>	<b>347</b>
<b>Information and Communication Sciences</b>	<b>140</b>	<b>116</b>	<b>100</b>	<b>80</b>	<b>77</b>	<b>64</b>	<b>64</b>	<b>35</b>
<b>Economics</b>	<b>186</b>	<b>193</b>	<b>182</b>	<b>169</b>	<b>152</b>	<b>147</b>	<b>148</b>	<b>137</b>
<b>Art</b>	<b>311</b>	<b>263</b>	<b>243</b>	<b>209</b>	<b>180</b>	<b>141</b>	<b>141</b>	<b>135</b>
<b>Hotel and restaurant service, tourism and recreation organization</b>	<b>355</b>	<b>311</b>	<b>283</b>	<b>255</b>	<b>211</b>	<b>216</b>	<b>198</b>	<b>196</b>
<b>Translation</b>	<b>126</b>	<b>115</b>	<b>109</b>	<b>90</b>	<b>64</b>	<b>49</b>	<b>49</b>	<b>42</b>
<b>Sociology, Political Science and Anthropology</b>	<b>15</b>	<b>17</b>	<b>16</b>	<b>16</b>	<b>17</b>	<b>13</b>	<b>14</b>	<b>24</b>
<b>Information technology, computer technology, electronics, telecommunications, computer control and computer science</b>	<b>14</b>	<b>15</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Psychology</b>	<b>226</b>	<b>222</b>	<b>222</b>	<b>200</b>	<b>224</b>	<b>222</b>	<b>225</b>	<b>236</b>
<b>Social welfare</b>	<b>182</b>	<b>255</b>	<b>319</b>	<b>307</b>	<b>271</b>	<b>291</b>	<b>297</b>	<b>299</b>

Analysis of the student dynamics during the reporting period shows a significant decrease in the following study directions: Translation, Art, Information and communication sciences, Hotel and restaurant service, Tourism and recreation organization, Management, administration and real estate management, Sociology, Political Science and Anthropology.

Positive dynamics can be observed in the study direction Psychology which demonstrates a stable number of students, as well as increasing dynamics in the study direction Social welfare.

Despite the decrease of the number of students at the BIA during the recent years it managed to maintain the positive balance. It is to be noted as an important positive point that the BIA did not increase the tuition fees and maintained a social support policy for the students through a discount system and offering the student credits.

**The financial indicators** of the main activities of the BIA are closely related to the student fees.

According to the **NACE classification** the main activities of the BIA are as follows.

*Table 1.1.7*

<b>The main activities</b>	
Non-academic higher education	NACE code 85.41
Academic higher education	NACE code 85.42
Retail sale in non-specialized shops	NACE code 47.19
Renting out of the real estate	NACE code 68.20

Financial resources of the private high schools are made up of private funds as well as the other revenues acquired owing to the activities of the BIA.

Clause 7 of the Constitution of the BIA approved by the Cabinet of Ministers of the Republic of Latvia in 2014 defines the main activities of the BIA:

- implementation of the study programmes for the acquisition of the bachelor's, master's and doctoral degree, professional qualification or both professional qualification and degree;
- scientific research work, consultancy activities;
- development and implementation of the study programmes;
- development and implementation of new technologies;
- publishing, printing and advertising;
- organization of scientific and cultural activities;
- stimulating social and creative activities of young people;
- development of culture of ethnic minorities living in Latvia;
- development of the process of integration between different national and ethnic groups in Latvia;
- use of the international experience in problem solving in the sphere of national relations;
- development of international relations and cooperation in the field of education, science and culture.

Realization of the goals set in the Constitution of the BIA. The structure of financial resources of the BIA is determined by the Board and approved by the Senate of the BIA.

*Table 1.1.8.*

### **Management of financial resources of the BIA in accordance with the Law on Institutions of Higher Education**

Article 77 of the Law on Institutions of Higher Education <b>Financial resources of higher education institutions</b>	<b>Financial resources of the BIA</b>
Financing of higher education institutions is performed by their founders.	Financing of the BIA is carried out by its founders: Stanislav Buka, Valery Nikiforov, Inta Buka, Nikita Nikiforov
Founder of higher education institution provides the financial resources necessary for its continuous operation and fulfillment of the tasks, set forth by the founder, and controls the use thereof.	Founder of the BIA ensures its continuous operation and the financial resources necessary for the fulfillment of the tasks, set by the founder, and controls the use thereof.
Financial resources of higher education institution consist of the basic budget resources and the other revenues acquired by the high school due to their activities aimed at realization of the goals set in their constitution.	Financial resources of the BIA consist of the basic budget resources and the other revenues acquired by the BIA due to its activities aimed at realization of the goals set in the constitution of the BIA.
The higher education institution has the right to receive and use donations and endowments from the banks, other credit institutions, legal and natural persons.	BSA exercises its legal right to receive and use donations and endowments from the banks, other credit institutions, legal and natural persons.
The higher education institution has the right to receive and use loans granted by the banks and other credit institutions.	The BIA has not ever used the bank and credit facilities during its operations. The BIA uses credit facilities for studies and students.
The structure of financial resources is set by the senate of higher education institution.	The structure of financial resources of the BIA is set by the BIA Senate.
Rector of higher education institution reports annually on the implementation of the budget to the senate and the founder of high school and publishes it on the website of high school.	Rector of the BIA reports annually on the implementation of the budget to the senate and the founder of the BIA.

BSA has unified budget. The principles of budgeting and allocation of total funding for the implementation of functions of the BIA are approved by its founders and the BIA Senate. Rector of the BIA reports annually on the implementation of the budget to the Senate or to the founders of the Academy.

The BIA budget contributes to:

- development of the high school as a single institution, cooperation of structural units and responsibility for the results of academic work;
- creation of the optimal study programme structure (lectures, seminars, workshops, group or individual lessons);
- harmonious allocation of tasks among the staff, in which the methodological, research and

organizational work is represented in certain proportions.

The BIA budget is established through a dialogue between its founders, the management and the Student Parliament of the BIA. The relevant representatives of the administration bear personal responsibility for the execution of the budget and the tasks planned therein

The Student Parliament of the BIA is financed from the centralized funds pursuant to the provisions of the Article 53 of the Law on Institutions of Higher Education and includes 1/200 part.

Revenues of the BIA are acquired from the following main sources of funding:

- **tuition revenues** (tuition fees and other services related to the educational process);
- **revenues from scientific activities** (financing of projects from the state budget, income from scientific works, EU structural funds and other revenues);
- **other revenues** (Latvian and international project funds, income from renting out the real estate, selling of books, organizing various courses, etc.).

The BIA transfers financial resources, allocated by the natural and legal persons to finance the specific target programmes and events, directly to the structural unit, natural or legal person which implements that programme or event.

The BIA combines the diverse study and research and innovation activities in order to provide the Latvian society with the internationally recognized higher education, to develop science and to strengthen the intercultural traditions. Successful operation of the BIA is included in the system of higher education and science of Latvia, sustainable development of the whole society, development of knowledge-based economy and social sphere, development of Latvia as a full-fledged partner in the common space of the EU.

By joining the EU Latvia has chosen the knowledge-based society model in which the higher education and research are the integral parts of society and an internationally recognized and important image elements of the country.

The BIA is an institution which deals with both academic and professional study programmes, as well as science and research, therefore higher education is funded not only by financing tuition, but also by the revenues from science (Appendix **6 Revenues of the BIA**).

The expenditures are planned as a proportion of revenues. The budget priorities of the BIA in the field of its main educational activities are as follows:

- support of development of the study programmes and structural optimization, establishment of the necessary infrastructure for these processes;
- increasing the effectiveness of the master's and doctoral studies;
- support and updating of the academic staff (training at the master and doctoral levels);
- support of scientific research.

Structure of expenditures of the BIA is typical for the higher education institutions as the majority of expenditures constitute salaries (55% in average) of which **59%** constitute the salaries of the academic staff, **22%** - the salaries of the administrative staff and **19%** - the salaries of the general staff (see *Appendix 7 Expenditures of the BIA*)

The salary system and the social support programme facilitate the formation of a loyal academically strong core of the professors in all study directions and at the same time it provides the opportunities to involve new lecturers. The activities of the BIA employees are stimulated by raising funds both in the form of research projects and tuition fees, while maintaining the quality of the services offered and the ethics of academic work. The academic staff engaged is paid for its work in accordance with its qualification and quality of work.

The second largest expense item in high schools refers to the goods and services which in average constitute 18-20% of all expenditures. The BIA owns real estate and land plots in Riga, Jelgava, Liepaja, Rezekne, Daugavpils and Ventspils, therefore, a significant part of expenditures constitute public utilities and maintenance of buildings.

Table 1.1.9.

<b>Intangible assets and acquisition of fixed assets</b>							
	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>18/19</b>	<b>19/20</b>
Intangible assets and acquisition of fixed assets (EUR)	<b>62 589</b>	<b>40 728</b>	<b>80 701</b>	<b>12 766</b>	<b>89 082</b>	<b>72 713</b>	<b>37629</b>

Table 1.1.10.

<b>Infrastructure improvement expenditures (EUR),</b>							
	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>18/19</b>	<b>19/20</b>
Infrastructure improvement expenditures (EUR)	<b>2 690</b>	<b>8 657</b>	<b>22 052</b>	<b>23 154</b>	<b>10 063</b>	<b>14 525</b>	<b>20333</b>

Every year the BIA receives the financial report of the certified auditor which certifies the financial stability of the BIA which is characterized by high financial ratios. The Board of the BIA uses the profit share for the development of material and technical facilities in accordance with the procedure prescribed by the Articles of Association.

Based on European and global experience in the field of professional and academic higher education the BIA promotes the human capital development from the economic, individual and community level.

The BIA is systematically improving the quality of studies in order to ensure the academic and higher professional education in the sectors characteristic to the Latvian and European economy in compliance with the requirements of the EU. By developing the BIA study quality assurance system and working out the development and planning documents, the management of the BIA analyzes the factors influencing the international, national dimension, normative regulation in the field of higher education and development (see Appendix 9).

In January 2016, the BIA Senate approved the long-term strategy for the operation and development of the BIA for 2016-2021. [https://bsa.edu.lv/wp-content/docs/2020/bsa\\_strateg\\_eng.pdf](https://bsa.edu.lv/wp-content/docs/2020/bsa_strateg_eng.pdf)

**Mission** of the Baltic International Academy:

**"Multilingual Education for the Global World"**

**Vision** of the BIA:

The BIA is an internationally recognized, modern and one of the leading science and innovation

universities in the Baltic States

**The headline target** is to contribute to the development of the BIA as an internationally recognized at the EU level centre of higher education and science.

**Targets of the BIA:** In order to achieve the defined headline target and vision the BIA has set the interdependent and synergistic target:

**Target 1:** Development of competitive study directions by increasing the quality of studies according to the needs of the Latvian state, regional and city requirements and the labour market forecasts.

**Target 2:** Integration of science and research in all study fields and ensuring the scientific excellence and international competitiveness in the priority research areas: involvement in the international projects, student and lecturer mobility, promotion of scientific activities, further development of doctoral studies.

**Target 3:** Strengthening the role of lifelong learning in education and ensuring the supply in line with the needs of national and regional population, regular monitoring of the labour market demand, cooperation between educational institutions in offering the lifelong learning programmes.

**Target 4:** Cooperation with the stakeholders, strengthening of the national and regional level cooperation, collaboration with entrepreneurs as future employers of the graduates, ensuring cooperation with the other higher education institutions and science centres in Latvia.

**Target 5:** Stabilization and expansion of the international dimension of the BIA in all spheres of activities: development of appropriate offers in order to attract the foreign students, visiting professors and visiting researchers, involvement in the international organizations, cooperation with the foreign universities and research institutes, involvement in the international projects.

**Target 6:** Development of the human resources at the BIA to ensure the improvement of the quality of academic and administrative staff by increasing the number of PhD staff, facilitating the transfer of experience to young researchers, and developing the doctorate.

**Target 7:** Increase of the capacity and financial efficiency of the BIA by improving the resource management, implementing the results management and developing the BIA infrastructure.

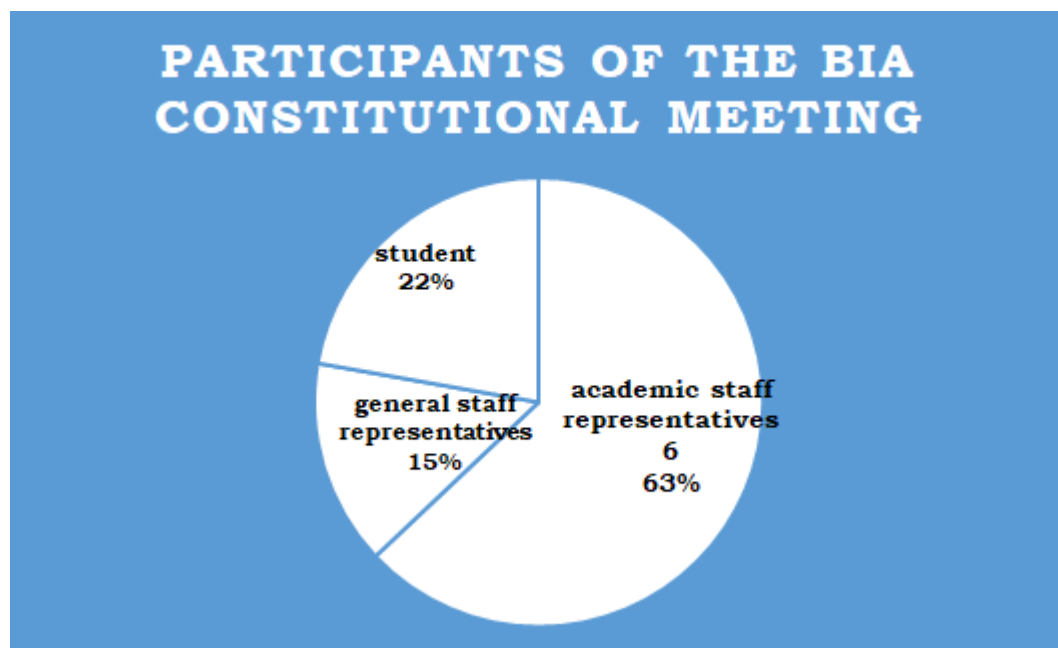
Characterising the targets it can be noted that four of them are content or vertical and three other are horizontal which are equally important for achieving all vertical or content targets.

## **1.2. Description of the management of the higher education institution/ college, the main institutions involved in the decision-making process, their composition (percentage depending on the position, for instance, the academic staff, administrative staff members, students), and the powers of these institutions.**

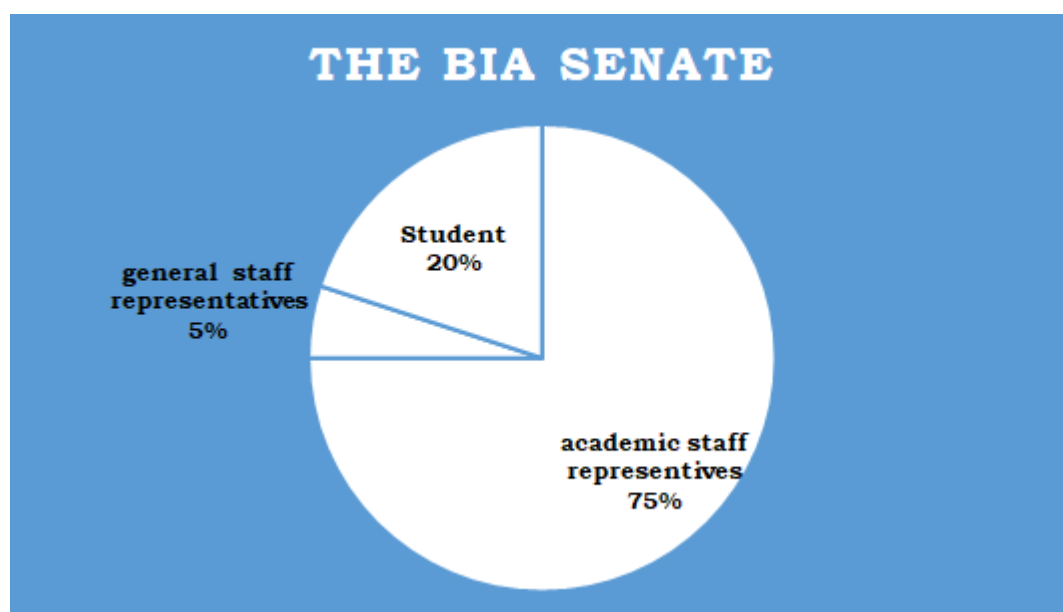
The BIA activities are regulated by the Law “On Constitution of the Baltic International Academy”, the Law on Institutions of Higher Education and the other external and internal normative documents (follow link [www.bsa.edu.lv](http://www.bsa.edu.lv)). The BIA decision-making bodies are the Constitutional meeting, Senate, Rector and the BIA arbitration court. The powers and responsibilities of each institution are regulated by the above mentioned normative documents.

The BIA Constitutional meeting has 27 members, among them 17 academic staff representatives 4

general staff representatives and 6 students



The BIA Senate consists of 20 senators: 15 academic staff representatives, 4 students and 1 representative of the BIA general staff.



Student Parliament of the BIA ensures the implementation of democratic principles in management of the BIA. Student Parliament of the BIA acts as a bridge between the students and administration of the BIA. Student Parliament of the BIA consists of the students from various study programmes who organize activities and student life of the BIA, represent the students' interests in the study direction and study programme councils and nominate the representatives to the BIA decision-making bodies.

**Organizational structure of the BIA** (follow link

[https://bsa.edu.lv/wp-content/docs/BSA\\_organizational\\_chart2020\\_EN.pdf](https://bsa.edu.lv/wp-content/docs/BSA_organizational_chart2020_EN.pdf) ) undergoes regular improvement of the organizational processes:

- reducing the fragmentation of structural units and overlapping of functions and positions, strengthening their profiling, financial stability and autonomy; ensuring a balance between collegial management bodies and personal responsibility;

- increasing the efficiency, productivity and transparency of the management processes, targeted involvement of the external stakeholders in the management processes at different institutional levels with clearly defined functions, responsibilities and powers;
- contributing to the balanced fulfillment of the BIA mission (provision of the study process and research), including assessment of the cost of services for one study place.

### **1.3. Description of the mechanism for the implementation of the quality policy and the procedures for the assurance of the quality of higher education, as well as the stakeholders involved in the development and improvement of the quality assurance system and their role in these processes.**

The BIA Study quality assurance system has been developed and updated in accordance with the requirements of EFQM Excellence Model and the European Association for Quality Assurance in Higher Education (ENQA) document "Standards and Guidelines for Quality Assurance in the European Higher Education Area" Part 1: Standards and guidelines for internal quality assurance in Higher Education (ESG-2015).

Development of study quality assurance system of the BIA is a coordinated activity of the hierarchy of all departments of the BIA and professional activity of all its academic staff. The process of improvement of the study quality assurance system is continuous. The study quality assurance system contains the quality policy, the implementation of which is ensured by all departments and their effectiveness is controlled by the hierarchically established management system (see the BIA organizational chart [https://bsa.edu.lv/wp-content/docs/BSA\\_organizational\\_chart2020\\_EN.pdf](https://bsa.edu.lv/wp-content/docs/BSA_organizational_chart2020_EN.pdf)).

The BIA Senate analyzes and evaluates the results of activities of the structural units and makes decisions on their improvement.

The BIA research quality assurance system has been implemented based on the Excellence Model of the European Foundation for Quality Management (EFQM).

Investments, processes and results are evaluated by the study quality assurance system. The key criteria (like in EFQM) are: leadership (management, administration), people (students, graduates, academic staff, scientists, general staff), strategy and planning (BIA, structural units, study directions, study programmes), partnerships and resources (practice supervisors, employers, infrastructure, e-environment), human outcomes (student achievements, academic staff, scientists, etc.), resident / client outcomes, community outcomes and key performance.

The BIA uses the model of self-evaluation, collects "evidence" - survey data (students, graduates, academic staff, structural units, practice supervisors, employers), financial indicators, measurements and other information which is reflected in the overviews and self-evaluation reports.

Study quality manager is approved by the BIA Senate. Study quality manager together with structural unit managers identifies and documents the processes.

In order to ensure the quality of activities of the BIA its management has taken a number of steps to develop a common quality policy for the BIA and the other important policies and goals for individual processes..



The following policies have been developed and duly approved:

- Study quality assurance system;
- Quality policy;
- Privacy Policy;
- Academic staff policy;
- Internationalization policy (<https://bsa.edu.lv/en/documents/>).

Study direction councils include the study programme managers, academic staff, general staff, students and strategic partners – “agents of change” (practice supervisors, employers and industry professionals). Study direction council develops the study direction programme (s) of respective direction, carries out the assessment and implementation analysis of the study programmes, analyzes the learning achievements of students and the quality / performance of the academic staff involved in the study direction. The annual self-assessment of the study direction and recommendations of the accreditation experts are taken into consideration for the improvement of the study programmes.

**1.4. Fill in the table on the compliance of the internal quality assurance system of the higher education institution/ college with the provisions of Section 5, Paragraph 21 of the Law on Institutions of Higher Education by providing a justification for the given statement. In addition, it is also possible to refer to the respective chapter of the Self-Assessment Report, where the provided information serves as evidence for the full compliance, partial compliance or non-compliance.**

1.	The higher education institution/ college has established a policy and procedures for assuring the quality of higher education.	<p>Complies</p> <p>Study Quality Assurance System of the BIA (SKNS) approved at the BIA Senate meeting (dd 25.01.2012), has been developed in accordance with the requirements of the European Association for Quality Assurance in Higher Education "Standards and Guidelines for Quality Assurance in the European Higher Education Area, Part 1 European Standards and Guidelines for Internal Quality Assurance in Higher Education institutions". It is maintained and developed in order to achieve the goals of the BIA in accordance with the European Excellence Model (EFQM) which is based on the recognition and respect of the interests of community, staff of the BIA, partnerships, awareness of quality development, staff training and engagement in quality development processes. Introduction of the European Excellence Model provides the opportunity for a systematic self-assessment of performance of the BIA education quality system, providing information on both the non-conformities and significant improvements of activities of the BIA. SKNS is a document describing the quality policy, objectives and quality system of the BIA. SKNS includes the procedures of the quality system or references to them and defines the structure of documentation to be used in the quality system. The BIA implements quality management using the European Excellence Model (EFQM) which is based on identifying and addressing the client (student) interests, student partnerships, understanding of quality development, staff education and engagement, process management, considering facts, innovation, interests of the BIA staff (staff, students) and achieving the specific goals. Quality management is provided by the responsible person approved by the BSA Senate Quality Manager who is responsible for quality implementation. Quality manager identifies and documents the processes in cooperation with the structural unit managers.</p>
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2.	A mechanism for the creation and internal approval of the study programmes of the higher education institution/ college, as well as the supervision of their performance and periodic inspection thereof has been developed.	<p>Complies</p> <p>Rules of development, approval and amendment of the study programmes at the BIA have been worked out and approved at the meeting of the BIA Senate.  <a href="https://bsa.edu.lv/wp-content/docs/nolikums/Development_approval_new_study_programme_09072020.pdf">https://bsa.edu.lv/wp-content/docs/nolikums/Development_approval_new_study_programme_09072020.pdf</a> These Rules regulate the procedure of development and approval of the study programmes, principles of the study programme structure, content and management of the professional bachelor's, professional and academic master's studies, requirements for obtaining the professional qualification.  Implementation of the doctoral study programmes is regulated by the BIA study rules approved at the meeting of the BIA Senate. Considering the Regulations No. 793 of the Cabinet of Ministers dd 11.12.2018. Regulations of opening and accreditation of study directions the BIA compiles the self-evaluation report for each accredited study direction which is updated every academic year.</p>
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3.	<p>The criteria, conditions, and procedures for the evaluation of students' results, which enable reassurance of the achievement of the intended learning outcomes, have been developed and made public.</p>	<p>Complies</p> <p>Rules of assessment of the study results of the BIA have been developed and approved at the BIA Senate meeting.</p> <p>The Rules have been developed in accordance with Clause 5 of Part 2 of Article 56 of the Law on Institutions of Higher Education Description of Study Course which sets forth requirements to determine criteria for assessment of study results in accordance with the regulations of the Cabinet of Ministers</p> <p>Regulations on the National Standard of First Level Professional Higher Education and, Regulations on the National Standard for Second Level Professional Higher Education, relating to the basic principles and platforms of assessment for programme acquisition.</p> <p>Procedure of organization of the study course examinations and assessment of student competence is applicable to full-time and part-time students enrolled in the study programmes of all levels. Acquisition of the study course is evaluated according to the content, assessment criteria and requirements specified in the course description.</p> <p>Rules of drafting and defending the final theses at the BIA have been developed and approved at the BIA Senate meeting (Protocol No.134 dd 23.05.2018).</p> <p>Regulations on the activities of the State Examination Commission of the BIA have been approved at the BIA Senate meeting (Protocol No. 118 dd 25.11.2014).</p> <p>Criteria for assessment of the students' success are incorporated in the study course descriptions compiled by the lecturer of the respective study course, and the course description is coordinated with the director of the respective study programme. Study course descriptions are approved by the study direction council.</p>
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4.	Internal procedures and mechanisms for assuring the qualifications of the academic staff and the work quality have been developed.	<p>Complies</p> <p>Regulations on the academic positions of the BIA have been developed approved at the BIA Senate meeting (Protocol No.131 dd 23.10.2017). Requirements for the description of the study course. Employment contracts. RULES ON REMUNERATION have been approved at the BIA Senate meeting (Protocol No.131 dd 23.10.2017). Activities of the councils of study directions have been approved at the BIA Senate meeting (Protocol No.131 dd 23.10.2017).</p>
5.	The higher education institution/ college ensures the collection and analysis of the information on the study achievements of the students, employment of the graduates, satisfaction of the students with the study programme, efficiency of the work of the academic staff, the study funds available, and the disbursements thereof, as well as the key performance indicators of the higher education institution/ college.	<p>Complies</p> <p>At the end of each semester the information on student performance is collected, analyzed, and summarized (performance records are input in the BIA File Nomenclature). Rules of assessment of the study results of the BIA describing the performance records and procedure of their preparation have been developed and approved at the BIA Senate meeting.. 2. Upon the termination of the study programme the students conclude the agreement with the BIA on the provision of information on their employment which is then collected by the heads of the study programmes. Graduates provide the information on employment using the questionnaire on the BIA website. The BIA receives the information about the students 'satisfaction with the implementation of the study programmes and the efficiency of the lecturers' work using the information provided in the questionnaires of the students and graduates. Students usually fill in the questionnaires at the end of the part of a study course or at the end of the study course. The questionnaires for individual study courses and lecture / group study courses are used. Results of the survey are evaluated at the meetings of the respective study direction; they are analyzed within the the annual self-evaluation and also considered in the elections of the lecturers in the course of assessment of effectiveness of their work.</p>

6.	<p>The higher education institution/ college shall ensure continuous improvement, development, and efficient performance of the study direction whilst implementing their quality assurance systems.</p>	<p>Complies</p> <p>The management process structure of the education field defined in general the processes necessary to use the quality management system. Appendix Structure of study direction management illustrates the management process structure of the education field, which shows the relationship between the processes and their respective executors. Processes of the education field management system fall into three groups:</p> <p>1) General management processes (V1 to V7):  Management overview (V1),  Development planning (V2),  Internal quality audits (V3),  Corrective and preventive actions (V4),  Study direction "Psychology" Council (V5),  Self-assessment of the education field and study programmes (V6),  Cooperation with industries: Ministry of Education and Science (MES) (V7).</p> <p>2) Study processes (from S1 to S7),  Research on students', graduates', employers' demands and satisfaction (S1);  Development and updating of study programs and their methodological complexes (S2);  Student enrolment and registration (S3);  Study process and workload planning (S4);  Provision of study courses (S5);  Implementation and control of the study program (S6);  Graduation of students (S7).</p> <p>3) Human, material and information resource management processes (R1 to R7):  Personnel management (R1),  Development of teaching aids (R2),  Managing the foundation for teaching and methodical literature (R3),  Infrastructure management (R4),  Document management (R6),  Managing records and IT resources (R7).</p> <p>The most important indicators of activities of the BIA are reflected in the annual study reports and study programme self-evaluation reports which are available on the BIA website. Every six years the study direction accreditation commission reviews the annual self-evaluation reports of the BIA and the opinions of international experts and performs the accreditation of the study directions and the study programmes on the basis of this information.</p>
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## **II - Description of the Study Direction (1. Management of the Study Direction)**

**1.1. Economic and/or social grounds for the creation of the study direction and the relevant study programmes, the assessment of the interrelation among the study programmes, as well as the analysis of the significance (singularity) of the study programmes in comparison with other similar study programmes in Latvia and abroad.**

The Baltic International Academy (hereinafter referred to as the BIA) is a higher education institution which is operating in the Latvian higher education environment for more than 25 years and is providing sustainable education for creative people on the basis of its prestige in the Latvian society, highly qualified staff, modern technologies and developed material and technical base.

The BIA is combining diverse studies, scientific-research and innovative activities to provide the Latvian society with internationally recognized higher education, developing science, and strengthening the traditions of communication between different cultures. Successful operation of the BIA is integrated in the Latvian higher education and science system, sustainable development of the whole society, creation of the knowledge-based economy and social sphere and development of Latvia as a full-fledged partner in the EU single space.

Upon joining the European Union, Latvia chose the model of knowledge-based society in which higher education and research are the integral parts of society and the internationally recognized important part of image of the country.

Direction "Law Science" of the BIA is providing three cycles of education in Riga, Liepaja and Daugavpils by implementing the 1st and 2nd level professional higher education study programmes "Law Science", academic master's study programme and doctoral study programme. BIA graduates successfully work in various legal professions, including: lawyers, police officers, judges, prosecutors, other judicial officials, lawyers, bailiffs, etc.

The BIA has the established system which ensures continuous improvement, development and effective performance of the study direction, it is implementing the internal quality assurance system using the interdisciplinary approach, theoretical and practical acquisition of competence, preparing qualified specialists for any legal profession in law enforcement agencies, state institutions, commercial institutions, etc.

Dynamics of students enrolled in the study direction "Law Science" is stable, however, in comparison with other study directions, it is the most popular with a larger number of students.

Study programme is included in the perspective structure of the study direction "Law Science" ensuring the succession and growth opportunities of the study programmes.

Strategic goals of the study direction "Law Science" are as follows:

- cooperation with the Latvian law enforcement institutions (i.e. courts; prosecutor's offices; State Police, State Border Guard and other investigative institutions; State Probation Service, etc.) aimed to improve their activities and processes and strengthen the capacity by training highly qualified legal specialists;
- cooperation with the state institutions and organizations aimed to improve their activities and processes by preparing highly qualified specialists in the field of law for these companies, organizations, institutions;

- provision of a higher legal education model which is harmonized with the requirements specified in the standards of lawyer's profession and is aimed to its permanent improvement in cooperation with employers and other higher legal education institutions in Latvia and abroad.

Content of the study courses of the study direction programmes has been improved and focused on the student-centered education by actively involving students in the lecture process, using various teaching methods (seminars, practical tasks), as well as supplementing the study programme with new and topical branches of law.

Implementation of study courses of the programme is organized in the form of lectures, seminars and practical classes. During the lectures the students are provided with theoretical knowledge using the latest pedagogical methods including the necessary technical tools and resources. During the seminars the students are taught to use the acquired theoretical knowledge to solve relevant legal problems in practice. This is performed by organizing the student individual work, group work and homework, as well as discussions, debates, business games and case resolution.

The analysis of the uniqueness of the study programs allows concluding that there are universities in Latvia - University of Latvia, Daugavpils University, Riga Stradiņš University and School of Business Administration "Turība", which provides 3-cycle similar programs, but Rezekne School of Technology, School of Economics and Culture Each program has its own specialty and uniqueness in preparing specialists for work in state institutions and establishments, commercial companies in any sector of the national economy, local government institutions, non-governmental and international organizations in the local and international labor market.

The Baltic International Academy has a wealth of experience in implementing the study program "Law Science" at three levels: from an assistant lawyer to a doctor of law. The lecturers of the study courses of the respective program of the field are scientists, and highly qualified experienced practitioners - judges, prosecutors, advocates, jurists, civil servants, local governments and deputies of the Saeima.

The BIA academic bachelor's study programme "Law Science" provides the widest acquisition of Law Science. This programme includes such modern study courses as Creativity of Legislation, Combating Corruption and Prevention of Conflicts of Interest, Insolvency Law, Consumer Protection Law, Social Law and Environmental Law.

The BIA academic master's study programme "Law Science" has different directions - "Civil Law", "Criminal Law" and "International Law". It has been supplemented with a new progressive and unique higher education direction in the field of Latvian education "Mediation". All over the world, especially in the European countries, there is a great dynamics in development of mediation. The study direction "Mediation" combines legal knowledge with psychology and communication and is intended for lawyers-mediators and representatives of other professions.

Despite the fact that there are several Latvian legal acts adopted both at the Latvian legislation level and at the EU level, which make the introduction of mediation a mandatory process which has to work successfully in practice as well, at present none of the higher education institutions offers mastering of mediation with obtaining a master's degree in the relevant specialization.

Although mediation is existing in Latvia for a long time, (like other out-of-court settlement mechanisms) it has not become as popular as in many other countries of the world due to various reasons. As soon as more complicated disputes arise in the civil and administrative relations, people tend to seek for a solution to these conflicts not through negotiations and compromise, but apply to court as the sole guarantor of a fair trial.

The doctoral programme offered by the BIA is focused on the training of specialists in civil law,



criminal law, international law with an emphasis on the development of these fields not only in Latvia, but also in other European Union countries and in the world. In addition, the proposed doctoral programme is specially dedicated to a globally important aspect - the issue of combating money laundering in several dimensions.

## **1.2. Aims of the study direction and their compliance with the scope of activities of the higher education institution/ college, the strategic development directions, as well as the needs and the development trends of the society and the national economy.**

One of the priorities of Latvia's growth is an education system answering the needs of modern and future labour market, promoting economic transformation and implementation of the smart specialisation strategy.<sup>[1]</sup> Respectively, future changes will determine the gradual restructuring of the workforce from the middle to the higher qualified group. The share of the economically active population with tertiary education will increase by 5% by 2035, while the share of vocational secondary and general secondary education will fall by more than 8%. Thus, by 2035, the labour force with tertiary education could exceed 40% of the total workforce.

While maintaining the current structure of education supply, the largest increase in the workforce with higher education is expected in the fields of social sciences, business and law. The increase in the supply of that qualified labour by 2035 will account for about 63% of the total workforce with tertiary education.<sup>[2]</sup>

The study programmes of the study direction "Law Science" are implemented in accordance with the principles of the Bologna Declaration, the relevant laws and regulations of the Republic of Latvia and the normative, strategic and development documents of the BIA.

The development strategy and aims of the study direction have been created in accordance with the mission, vision, values, strategy, and aims of the higher education institution; whereas the aims of the study programmes have been set in accordance with the aims of the study direction.

**The strategic aim of the study direction "Law Science" is to ensure the students with high level professional education in Legal which would be competitive on the Latvian, European and international job markets, to improve research skills and competencies, as well as ensure the develop the relationship with the employers.**

The strategic aim of the study direction "Law Science" has been defined:

- On the basis of the Baltic International Academy operation and development long-term strategy for 2016 – 2021 [https://bsa.edu.lv/wp-content/docs/2020/bsa\\_strateg\\_eng.pdf](https://bsa.edu.lv/wp-content/docs/2020/bsa_strateg_eng.pdf), the design of which follows the laws and other rules and regulations of the Republic of Latvia, and the Constitution of the Baltic International Academy;
- On the basis of strategic planning documents of the EU and Latvia – the National Development Plan of Latvia for 2020-2027 (NAP2027 project), for 2014-2020 (NAP2020), the Sustainable Development Strategy of Latvia until 2030 (Latvia 2030), "Guidelines for the Development of Education for 2021-2027", "Europe2020", "EUROPEAN Higher Education System Modernisation Programme", the Lisbon Strategy, the most important key principles of the Bologna Process, and other strategic planning documents;
- After consultations with students, employers, professional organisations;
- After discussions following the procedure provided for by BIA education quality system (Study Direction Council, Council for Education and Methodology, Senate).

### ***Comparison of the main tendencies of the study direction "Law Science" development strategy with the strategic objectives and tasks of the BIA in Appendix***

The development strategy of the "Law Science" includes the improvement of the development key elements and defines the main objectives of the study direction:

1. Implementation and continuous improvement of demanding and competitive study programs in nowadays market, providing students with different levels of education and readiness to work in the national and international environment after graduation, attracting foreign lecturers and students, leading classes in foreign languages, providing the opportunity to acquire professional and general competencies;
2. The motivation of students to participate in the research of the academic staff and to initiate their research, ensuring personal and academic research potential growth;
3. To provide the graduate with theoretical and practical skills in researching, analysing and deciding on various economic problems, solving specific economic policy issues, developing students' high professional ethics and social skills in business and intercultural communication, independent and teamwork;
4. Continuous academic, research, professional, and pedagogical development of the teaching staff;
5. Promotion of the professionalism of the direction study programs, ensuring modern study environment, compliance of the content and forms of studies with the European and global information technology development trends.

The strategic objective of the direction also corresponds to the **objectives of the study programs** within it.

- **The 1st level professional study program "Law Science"** prepares qualified specialists for practical work in the profession of legal assistant, so that they can orientate in Latvian law, regulatory enactments regulating it and apply it in their work;
- **The academic bachelor's study program "Law Science"** provides students with the opportunity to acquire theoretical knowledge and research skills in law, to prepare highly qualified and competitive law specialists who would be able to enter the Latvian and international labor market with good knowledge of the Latvian legal system, as well as knowledge of European Union law;
- **The academic master's study program "Law Science"** provides students with the opportunity to acquire theoretical knowledge and research competencies in law, preparing highly qualified and competitive law specialists who, after mastering the program, could continue their doctoral studies or improve their knowledge by specializing in practical activities;
- **The professional master's program "Law Science"** provides an opportunity to acquire high-quality higher professional education in law, theoretical knowledge and research skills in law, to prepare highly qualified and competitive lawyers in accordance with the standard of the legal profession, who would be able to enter the Latvian and international labor market and independently the professional activities of a lawyer, as well as, in accordance with the requirements of regulatory enactments and passing the relevant qualification examinations, to work in specialized legal professions and to hold positions;
- The aim of the **doctoral study program "Law Science"** is to deepen knowledge and research skills at the theoretical level of law, with a special focus on improving research in the chosen sub-sector, to increase research competencies in preparation for independent research with the opportunity to develop a doctoral thesis. Among other things, the program

is focused on preparing qualified legal scholars for academic (pedagogical) work.

The goals of study direction "Law science" were defined according to the priorities of several national documents:

1. *National Development Plan 2021-2027 - first edition (hereinafter – NDP2027project):*

- National Development Plan 2021-2027 (NDP2027) is the main national medium-term development planning document in Latvia. It has been developed in the implementation of the Latvian Sustainable Development Strategy 2030 (Latvia2030) and the UN Sustainable Development Goals. The goal of NDP2027 – a knowledge society, because “knowledge, quality, and modern education are the basis of a strong country. The Latvian education system at all levels not only meets today's requirements but is also open to the future by training people who are critically-minded, emotionally intelligent and skilled in their profession”. The study direction and the study programs included are implemented according to the modern challenges and market requirements.
- There are internationally competitive higher education institutions in Latvia with internationally recognized and qualified academic staff. The graduates of Latvian higher education institutions are competitive both in the local labour market and abroad. The study direction and the study programmes included are implemented multilingual, but paying particular attention to the acquisition of the official and English languages, as well as the EU and international regulatory frameworks in the field of commercial activity, which will allow graduates to be competitive on both Latvia and the international market.
- The study direction operates based on the NDP2027 action direction “Science for Society Development, National Economic Growth and Security” - attracting human resources for research and capacity building by providing financial resources to increase the number of doctoral students, attracting foreign researchers, more involving in international cooperation.

The active involvement of Academy docents in the scientific process, encouragement and support, both in the development of scientific publications and in the writing and defence of doctoral theses - a direct contribution to the goal realisation.

- The study direction is based on the goals of the NDP2027 action direction “Quality, Accessible, Inclusive Education” - Implementation of adult education for acquisition of skills necessary for national economy development, including higher education institutions (development of flexible learning provision, including modular education, e-environment and work-based learning, acquisition of lifelong learning competencies; recognition of competencies acquired outside formal education).

In response to the challenges, the current programmes under the study direction “Law Science” offer a variety of opportunities for lifelong learning. Workers can choose to study on Saturdays or in the e-environment. Education can be provided to both graduates of secondary and vocational secondary education institutions and colleges by raising their level of education and those with higher education developing their competencies.

2. *National Development Plan 2020 (hereinafter – NDP2020):*

- The goal of the NDP 2020 – to ensure higher education accessibility, it is successfully implemented in the study direction, as students who have difficulty in accessing higher education facilities (regardless of location or disability) have the opportunity to obtain their desired education remotely, in an e-environment. Studies in e-environment are friendly to people with movement and visual disabilities.
- The study direction is based on the goals of the NDP 2020 action direction "Developed

## Research, Innovation, and Higher Education":

a) to increase the number of researchers employed in the private sector. The institution of higher education in which the study direction is implemented is a private organisation, therefore, the active involvement of the lecturers in the scientific process, encouragement and support, both in the development of scientific publications, writing and defending the doctoral thesis - a direct contribution to the goal.

b) to increase the number of students with a degree or qualification in universities and colleges; to increase the population aged 30-34 with a university degree. 32% of students in the field of study who currently or after graduating from the program will fall into this age group meet this criterion.

### 3. *Latvian Sustainable Development Strategy until year 2030 (Latvia 2030):*

Latvia2030 defines Latvia's long-term development vision. It is the country's highest long-term development document and the main planning document that defines the spatial development perspective - outlines an integrated view of the country's balanced and sustainable development. Directions of the strategy:

- Quality and accessible lifelong education. Thanks to the material-technical and human resources provided by the Academy, students in the study direction have the opportunity to receive quality and affordable education from anywhere in the world at any convenient time. Currently, students from Latvia, but also Russia, Uzbekistan, Azerbaijan, Kazakhstan, Georgia, Belarus, Ukraine, Lithuania and other countries are studying in this direction.
- "Latvia's education policy remains poorly inclusive concerning to orphans and people with disabilities." By using e-learning opportunities, BIA students have the opportunity to obtain high-quality higher education.
- "An innovative economy demands new skills and competencies. Technological competence, the capacity to integrate skills and competencies in different areas, creative skills, human and risk management skills, and openness to international and intercultural cooperation is importantly increasing." In addition to the e-learning priorities mentioned above, students from different nationalities and cultures study in Academy, to develop intercultural cooperation, common events are being organised.
- "Latvia's competitiveness will increasingly depend on the link between the education system and changes in the labour market and the ability to prepare people for life-changing work." Study programs offer a variety of lifelong learning opportunities, both for working people, through Saturday or e-learning, for high school and college graduates, for higher education, and those with higher education, developing their competencies.

### 4. *Education Development Guidelines for 2014-2020:*

- Digital teaching aids and resources - an electronic publication and resources that contain the content needed to implement an educational program. The point about digital teaching aids and resources is already being successfully implemented in the study direction. As the realisation of the study direction takes place both in full-time and remotely (in e-environment), to provide students with study materials, only lecture summaries are prepared in each study course.
- Internationalization and international competitiveness of higher education. Promoting the openness of higher education to international cooperation and exchange of information as well as increasing export capacity is one of the priority areas for action in the development of higher education. The Latvian Sustainable Development Strategy 2030 defines the goal to increase the proportion of foreign students in higher education institutions in Latvia to at least 10% of the total number of students. The institution is actively engaged in

internalization processes and attracting foreign students. Foreign students are studying in the study direction, as shown by BIA statistics.

5. *Latvian Higher Education and Higher Education Development Conception 2013-2020:*

- "The need to improve the quality and relevance of higher education to meet the needs of individuals, the labour market and future professions, and to stimulate and reward excellence in study and research".
- "The need to provide more opportunities for students to acquire additional skills during studies abroad and to encourage cross-border cooperation to improve higher education." The course of studies actively benefits from the Erasmus+ programme for both the exchange of teaching staff and the recruitment of guest lecturers, as well as the provision of study and internship opportunities for students in Europe.

The study direction "Law Science" objectives are defined using the "brainstorm" method and SWOT analysis with the involvement of stakeholders. A SWOT analysis was carried out with the participation of internal stakeholders (students, lecturers, representatives of administration) and employers.

The objectives are being successfully implemented. The scientific and methodological capacity of the academic staff is strengthened by involving in cooperation projects of various levels, as shown by BIA statistics. Scientific research involving students is concerned with solving regional problems. The study programs introduced problem-based learning as well as work-based methods. They allow developing close cooperation with employers and stakeholders. Academic master's and doctoral study programs implemented in English strengthen not only the international competitiveness of the study direction but also the competitiveness of BIA in general.

**1.3. SWOT analysis of the study direction with regard to the set aims by providing explanations on how the higher education institution/ college expects to eliminate/ improve weaknesses, prevent threats, and avail themselves of the given opportunities, etc. The assessment of the plan for the development of the study direction for the next six years and the procedure of the elaboration thereof. In case there is no development plan elaborated or the aims/ objectives are set for a shorter period of time, information on the elaboration of the plan for the development of the study direction for the next assessment period shall be provided.**

To determine the scope for further development, a SWOT analysis was conducted by the program directors, together with the administration, the Study Direction Council, the Student Council, employers and graduates. The analysis of the strengths, weaknesses, opportunities and threats of the study direction was reflected in table

*Table 1.3.1.*

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**SWOT analysis of the Baltic International Academy study direction "Law Science"**

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**Strengths**

**Weaknesses**

- 
- Wide range of study programs offered;
  - Dynamic introduction of changes in study programs according to the requirements of a modern law science;
  - Balance of the study courses of the programs, which ensures the acquisition of the necessary knowledge and skills for the new specialists;
  - The program is implemented by experienced and highly qualified teaching staff, of whom three academic staff;
  - Lecturers actively cooperate with various editorial boards of academic journals;
  - In the study process favourable study environment and successful interaction between lecturers and students are maintained and individual approach is ensured;
  - Acquisition of theoretical basis and practical skills in the study process are balanced;
  - Teaching staff with a high level of practical, pedagogical and academic experience and a high level of professional training;
  - Active participation of the academic staff in methodological and scientific work;
  - To supplement the teaching staff with new doctors of science;
  - Academic staff publications in peer-reviewed international journals and academic staff participation in conferences and congresses are financially supported;
  - The funds of the Academy library and electronic databases (EBSCO, Scopus, Science Direct, etc.) are made available;
  - Employers are involved in internships as a head of internship and internship supervisors.
  - Students participate in the ERASMUS exchange programme within the quota allocated to the BIA;
  - Most teachers have a good command of foreign languages. More and more teachers read lectures in English to ERASMUS students;
  - The study process is ensured by methodological framework, information base and facilities; modern technologies are used;
  - Available places for student internships are diversity;
  - Close cooperation with the professionals in the field facilitates the organisation of the study direction development according to the requirements of the labour market.
  - Opportunities for students to study in Riga, Daugavpils and Liepaja branch.
- Insufficient international recognition of BIA and study direction;
  - Students' activities in practical research;
  - Aging of academic staff;
  - Insufficient fundraising activity;
  - Cooperation with employers, professional organisations and graduates are not conducted actively and systematically;
  - Limited autonomy in programme budget planning, which prevents management from fulfilling its motivation function;
  - Insufficient mobility of academic staff and students and international exchange especially at the level of the Master's and Doctor's studies (unfortunately, they are not satisfied with the duration of the mobility - it is too long);
  - No national funding for the studies.
  - Insufficient number of funded projects;
  - The remuneration of the teaching staff is not sufficiently motivating and makes them look for additional income opportunities.
- insufficient international recognition of BIA and study direction.
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Opportunities	Threats
<ul style="list-style-type: none"> <li>- Cooperation with universities in Latvia and abroad;</li> <li>- Growing international scientific research;</li> <li>- Possibilities for students and faculty to study in international exchange programs (ERASMUS);</li> <li>- Possibilities of acquisition of EU structural funds, as well as attraction of state funding;</li> <li>- Motivating students to use scholarships from other countries;</li> <li>- Involvement in international associations;</li> <li>- Cooperation with employers;</li> <li>- Organisation of interdisciplinary research, collaboration with other faculties;</li> <li>- Expansion of students and teaching staff exchange;</li> <li>- Implementation of several effective cooperation projects with Latvian entrepreneurs;</li> <li>- Attraction of guest lecturers from European universities;</li> <li>- Fundraising to provide the study process with the latest technological equipment;</li> <li>- Creative use of new IT technologies, providing different study forms and innovative methods, making didactic materials available and various types of communication possible;</li> <li>- Higher requirements for graduation theses to encourage students in their use of recent research and reference to literature and sources, to make greater use of foreign language literature, especially English, and to demonstrate a creative approach to the study process;</li> <li>- Participation in international student camps, summer schools, conferences, seminars;</li> <li>- Extensive participation in lifelong learning and improved access to the labour market.</li> </ul>	<ul style="list-style-type: none"> <li>- Competition with state higher education institutions in the context of the current system of funding of education;</li> <li>- Insufficient financial resources for improvement facilities;</li> <li>- Consequences of the global economic crisis;</li> <li>- Potential decrease of the number of students due to demographic situation and emigration from the country;</li> <li>- High school graduates' desire to study abroad;</li> <li>- Declining demand for private higher education due to low income of the population;</li> <li>- Changes in legislation regulating higher education;</li> <li>- Low priority of social sciences in the distribution of research funding in Latvia;</li> <li>- Increase in the number of lawyer and heightened competition in the labour market;</li> <li>- Decrease in the number of high school graduates.</li> </ul>

To minimize the impact of the weaknesses of the direction and to avoid threats, using the strengths and external possibilities of the Academy, a Direction Development Plan for 2016-2021 has been developed. The plan considers improvements in the teaching process, issues of methodological provision, provision of a material-technical basis, possibilities for activating scientific activities and opportunities for improving the qualification of the lecturers.

Taking into account the strategic goal of the BIA, the strategic goal of the direction and the SWOT analysis, as well as the results achieved in previous study years, to improve weaknesses, avoid threats and use existing opportunities the following development priorities should be considered:

**1<sup>st</sup> priority:** a satisfied student;

1.1. increasing the number of students;

1.2. reduction in students' dropouts;

1.3. Development of friendly communication;

**2<sup>nd</sup> priority:** Quality of academic staff and quality of work of directors/direction managers of administration and study programmes

**3<sup>rd</sup> priority:** development of scientific activity;

**4<sup>th</sup> priority:** development of international cooperation;

**5<sup>th</sup> priority:** improvement of internal regulatory documents .

Summarizing the above it can be concluded that the realisation of the study direction is fully by following the national and European guidelines for higher education. There are many advantages in the study direction that other universities do not have. For instance, the potential for developing e-learning is practically unlimited. There are no territorial boundaries, no numerical limit for listeners, no space that reduces the cost of the direction implementation. Having a Bachelor's degree, students have the opportunity to continue their studies for a Master's degree. The study direction "Law Science" programmes include all strategic issues of national interest, studies of students address specific business as well as national development issues and, overall, high-quality internship places are available for students.

Within the framework of the study direction programs significant scientific research work is being carried out, purposeful international cooperation is taking place, programs can also be implemented in the form of e-studies, Moodle environment is used in all programs, professional development of lecturers (internships, doctoral studies, scientific research etc.) is regularly promoted, which confirms that the study direction is fully integrated into the overall Strategy of the Academy.

**1.4. The structure of the management of the study direction and the relevant study programmes, and the analysis and assessment of the efficiency thereof, including the assessment of the role of the director of the study direction and the heads of the study programmes, their responsibilities, and the cooperation with other heads of the study programmes, as well as the assessment of the support by the administrative and technical staff of the higher education institution/ college provided within the study direction.**

The Study Direction Council, which develops the direction development strategy, mission, vision, goals and tasks, controls their implementation, plan study and methodological work. The Study Direction Council is elected by the BIA Senate for three years. The numerical composition of the Study Direction Council depends on the number of faculty study programs. The council consists of study or program directors, senior academic staff, student representatives and representatives of employers or professional associations. The Study Direction Council may involve experts, including members of the Promotion Council, practitioners, etc. The Study Direction Council is a collegial management body that oversees the implementation of the study program and programs, and its purpose is to facilitate the implementation of study programs, to formulate goals and objectives, to follow their implementation and to promote the improvement of study program quality.

The success of study programs depends on close cooperation between the various structures of the Academy.

**Information on the structural units involved in the implementation of the study program**



## and the required support staff

No.	Profession	Tasks
1.	Head of the Study Department	Accounting of lecturers' planned and actual workload. Document processing, compilation and accounting according to BIA internal order and record-keeping requirements
2.	Study methodologist	Study process planning, integration, field trip coordination
3.	Operator of the Study Information Centre	Communication with students and academic staff, provision of information on the course of the study process, acceptance of applications
3.	Secretary of the Dean's Office	Listing of student documentation and study results, preparation of informative documents, communication with group elders, organisation of program documentation
5.	Librarian	Work with library stock resources (books, periodicals, databases) and make them available to students
6.	IT specialist	Support of computer users

Each structure is crucial to the quality of program implementation. Support staff in the study programme implementation can be divided into three groups:

**1<sup>st</sup> group** – structures providing the learning process. These include structures such as: an enrolment commission that provides student enrolment, paperwork, collaboration with schools, open door days; the study department ensuring implementation of the learning processes; accounting responsible for financial matters; a library providing students with study and periodical literature and access to databases; analytical department - ensures maintenance and improvement of the database, as well as processes research results; IT department providing website and computer system maintenance; bookstore staff provide students with the opportunity to purchase educational literature and stationery.

**2<sup>nd</sup> group** – structures that ensure interaction between students and lecturers, facilitate the development of international relations, provide students with additional opportunities for study outside the curriculum. These include the Student Parliament, the Erasmus Program Department, and the Foreign Language Centres.

**3<sup>rd</sup> group** – related to the implementation of the study program “Law Science”. This group includes: Program Director Assistant; Study Direction Council, which includes lecturers, employers, students and graduate students.

Operational control of the study process and control of the study process, control of students 'and teachers' scientific activity is performed by the programme director. The program director draws up the semester work plans, coordinates work with other departments: BIA branches, accounting, study department, information, technology and analytical units, BIA rector and pro-rectors prepare annual reports. The program director is controlled by the BIA rector and pro-rectors.

Secretary of the Dean's Office: prepares documentation, controls the compilation of the study list and its execution, prepares archive materials, ensures information exchange between BIA structural

units, transmits information to students in person, via e-mail or group e-mail, and also uses the website and Facebook to communicate.

The time of acceptance of the program director and the working hours of the program director is determined by the rector's order. The secretary of the Dean's Office is supervised by the program director. Students' participation in the program management is ensured by participation in the Study Direction Council, study elders' meetings, Student Parliament, BIA decision-making institutions – the Constitution (Satversme), the Senate which ensures effective achievement of the study direction and study program goals, observing the principles of democracy and mutual trust. Students' suggestions and recommendations to improve the study process are obtained through a questionnaire (twice a year). The results of the questionnaire are issued by the Analytical Department and discussed in the Study Direction Council and the BIA Senate.

The quality of studies is controlled by open lectures, student questionnaires, drawing up of a lecturers' rating and the election of lecturers by following tender procedures.

Student knowledge control: analytical reviews of the exam, test, course paper defence, and practice reports are conducted twice a year.

Students' participation in the program administration is ensured by participation in the Study Direction Council, the elders' meetings, the Student Parliament and the BIA Senate.

Methodological work is controlled and corrected by BIA Study-Methodical Council. The results of the work (self-assessments) are discussed by the Study Direction Council and approved by the BIA Senate.

The management process structure of the study direction "Law Science" defined in general the processes necessary to use the quality management system. **Appendix** illustrates the management process structure of the study direction "Law Science", which shows the relationship between the processes and their respective executors.

Processes of the study direction management system fall into three groups:

### **1) General management processes (V1 to V7):**

Management overview (V1),

Development planning (V2),

Internal quality audits (V3),

Corrective and preventive actions (V4),

Activity of Study Direction Council (V5),

Self-assessment of the study direction and study programmes (V6),

Cooperation with industries: Ministry of Justice Republic of Latvia (MJ), Ministry of the Interiors (MI), and Ministry of Education and Science Republic of Latvia (MES) (V7).

### **2) Study processes (from S1 to S7),**

Research on students', graduates', employers' demands and satisfaction (S1);

Development and updating of study programs and their methodological complexes (S2);

Student enrolment and registration (S3);

Study process and workload planning (S4);

Provision of study courses (S5);

Implementation and control of the study program (S6);

Graduation of students (S7).

### **3) Human, material and information resource management processes (R1 to R7):**

Personnel management (R1),

Development of teaching aids (R2),

Managing the foundation for teaching and methodical literature (R3),

Infrastructure management (R4),

Document management (R6),

Managing records and IT resources (R7).

#### **1.5. Description and assessment of the requirements and the system for the admission of students by specifying, inter alia, the regulatory framework of the admission procedures and requirements. The assessment of the study period, professional experience, and the options for the students to have their previously acquired formal and non-formal education recognised within the study direction by providing specific examples of the application of these procedures.**

At the commencement of their studies, students have the appropriate knowledge, skills and competencies to achieve the intended learning outcomes. The enrolment of graduates to the Academy is by following the Regulations approved by the BIA Senate - "Enrolment Rules and Matriculation Procedure at the Baltic International Academy" [https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2020\\_21\\_eng.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21_eng.pdf).

To organise student enrolment at the Academy, an enrolment commission is established for the current academic year by order of the BIA Rector or branch managers. The starting dates for enrolment in full-time study programs in the first year after graduation are set by the Cabinet of Ministers of the Republic of Latvia. Subject to the regulations of the Cabinet of Ministers of the Republic of Latvia, the rector shall order the enrolment of graduates to the Academy for specific beginning and end dates for full-time and part-time programs for the first semester. Information on agreements entered into by the Admissions Committee is transmitted electronically to the Accounting and Study Department of the Academy. After verifying compliance with the payment terms in each agreement, the accounting records each completed file to the study department. Based on this information, the Study Department prepares an order for matriculation and submits it to the rector of the Academy for signature.

Recognition of professional experience, previously acquired formal and non-formal education for students who want to continue their studies at the Academy at a later stage of study is by following Regulation of the Cabinet of Ministers No. 932 of 16 November 2004 "Procedure for Starting Studies in Later Study Stages", regulations of the Cabinet of Ministers No. 505 of August 14, 2018 "Regulations for Recognition of Competencies Acquired Out of Formal Education or Professional Experience and Previous Educational attainment" and Regulation approved by BIA Senate -

“Admission Rules and Matriculation Procedures at the Baltic International Academy” [https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2020\\_21\\_eng.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21_eng.pdf)

A person who wants to have the learning outcomes achieved in his or her previous education or professional experience recognised submits an application to the BIA for recognition of the learning outcomes achieved. The application shall be accompanied by documents attesting to the learning outcomes achieved in the previous education or professional experience. The decision on the recognition of learning outcomes achieved through prior education or professional experience is being taken by the Commission. The Commission shall, within one month after receipt of the application, examine it and decide on the recognition of the learning outcomes achieved in previous education or professional experience or on the refusal to recognize the learning outcomes achieved. The decision shall be forwarded to the applicant. The Commission has the right to verify the information provided and the facts as they stand. If necessary, the commission may determine examinations to evaluate the learning outcomes achieved in previous education or professional experience.

In the summer admission period of the 2019/2020 academic year the applicant A.M. applied to the BIA Admission Commission to enter the 2nd level professional higher education study programme. Upon entering, the applicant filled in the certain application form indicating the chosen study programme and the information about herself and submitted to the BIA Admission Commission all the documents referred to in the Clause 46 hereof.

Admission of applicants to the full-time and part-time study programmes is carried out in the open and equal competition order based on the results of centralized examinations. Applicant A.M. has obtained the secondary education in the Republic of Latvia, she submitted the Secondary school certificate and the Centralized examination certificate on three subjects. According to the BIA Admission Regulations the levels of Centralized Examinations (at least 2 subjects) are to be from A to E (inclusive) which corresponds to the existing level boundaries for each subject. Level of the centralized examinations of the applicant A.M. was sufficient: Latvian - 59% (corresponds to level C), English - 33% (corresponds to level E) and mathematics - 28% (corresponds to level D).

Admission Commission upon getting acquainted with the submitted documents made a decision on the admission of the applicant A.M. in the 1st semester of the 1st year professional higher education study programme of which the applicant was notified. Then the study agreement was concluded with A.M. on the basis of the decision of the Admission Commission.

In the 2017/2018 academic year the student I.Z. applied to the BIA Admission Commission to enter the 2nd level of the professional higher education study programme at the later stage of studies. The applicant submitted the academic transcript from the previous place of study, the copy of which was submitted to the director of the study programme, who has examined the document, compared the subjects with the study programme study plan subjects by names and credit points, prepared the draft of the applicant transfer form and reported to the study result recognition commission on the results of comparison. Admission Commission upon hearing the report of the programme director and getting acquainted with the submitted documents made a decision on the recognition of the learning outcomes achieved during the previous education and on the admission of the applicant in the 3rd semester of the 2nd year of the study programme of which the applicant was notified. Based on the decision of the Admission Commission the transfer form for the applicant was prepared and signed by the director of the study programme, then the study agreement was concluded with I.Z.

Education in English is provided in the BIA mainly for the foreign students who are admitted to the BIA pursuant to the provisions of the Article 83 of the Law on Higher Education Institutions.

Admission of foreigners is organized by the External Relations Department and the Admission Commission of the BIA. Foreigners are admitted to the academic master's and doctoral study programs "Law" on the basis of the following criteria:

- all requirements of the Ministry of Foreign Affairs of Latvia, Office of Citizenship and Migration Affairs and the other institutions of the Republic of Latvia related to the entry and residence of foreign students in Latvia have been met;
- External Relations Department of the BIA has received the expert opinion of the Academic Information Center of the BIA pursuant to the provisions of the Article 83 of the Law on Higher Education Institutions and requirements of the BIA Admission Regulations corresponding to the respective study programme have been met;
- foreigners wishing to study in English have to submit to the External Relations Department the certificate of the English language proficiency issued by the international testing institution during the last five years. Language proficiency has to conform to at least ENP grade B2; the above mentioned document is not submitted by the foreigners who have acquired the secondary education in the language of implementation of the respective study programme;
- foreigners wishing to study in Latvian have to submit to the External Relations Department the state language proficiency certificate issued by the state language proficiency examination commission; language proficiency has to conform to at least grade B2.
- In the course of registration for studies the applicant fills in and sends to the External Relations Department the application form for foreign students, his passport copy, copies of educational documents confirming his previous education required for starting the studies.
- The original documents are submitted to the BIA upon arrival of the applicant or sent to the BIA by mail for legalization. More detailed information on the process of admission of foreigners is available on the BIA website: [https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2020\\_21\\_eng.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21_eng.pdf).
- Upon completion of the admission process the External Relations Department submits the admission documentation of the foreigner to the BIA Admission Commission for his matriculation.
- Decisions of the Admission Commission may be challenged in writing within one month from the date of making the decision by submitting a motivated application to the BIA Board. The same decisions may be appealed in the court in accordance with the procedures specified in the Administrative Procedure Law.

BIA has the right to terminate participation of the person in the admission process in case he/she has not complied with the requirements of the enactments regulating admission.

#### **1.6. Assessment of the methods and procedures for the evaluation of students' achievements, as well as the principles of their selection and the analysis of the compliance of the evaluation methods and procedures with the aims of the study programmes and the needs of the students.**

The process of training qualified professionals in law science is not possible without extensive and rigorous control of the students' acquired knowledge and skills. It is not just the knowledge gained in block disciplines that is the object of control. The ability and logical reasoning to express one's views in public, the ability to independently find and analyse the information that is needed are also

assessed.

During the control process, the ability to work with library catalogues and to find relevant information on the Internet is evaluated.

The main elements of the control of students' knowledge are tests and examinations. Examinations and tests will be taken in oral and written form, and a combination of these forms is also possible. The results of course papers, project work, as well as bachelor's and master's theses are evaluated by a commission.

The completion of the study course is evaluated on a 10-point scale by following the Cabinet of Ministers Regulations No. 141, No. 512, No. 240 and the "Regulations on Study Course Exams and Tests at the Baltic International Academy" approved by the BIA Senate (decision No. 211), "The Baltic International Academy regulations for the assessment of study results" [https://bsa.edu.lv/wp-content/docs/2020/BSA\\_stud\\_rezultatu\\_nolikums2019.pdf](https://bsa.edu.lv/wp-content/docs/2020/BSA_stud_rezultatu_nolikums2019.pdf) based on the following criteria: volume and quality of knowledge acquired; skills acquired; acquired competence according to the planned learning outcomes.

The procedure of organization of study course examinations and assessment of student competency is applied to students registered in study programs of all levels. Acquisition of the study course is evaluated by following the content, assessment criteria and requirements specified in the course description. The following *basic principles* shall be observed when assessing the acquisition of the content of study programs:

- openness in the assessment of knowledge and skills – a set of requirements for a positive assessment of educational achievement is set by following the objectives and tasks of the program as well as the objectives and tasks of study courses;
- the principle of compulsory assessment – it is necessary to obtain a positive assessment in the study courses of Part A, Part B, internship and state examinations of the study plan.

Internship is a peculiar form of testing the skills of future professionals. Internship reports will be carefully analysed and evaluated by following the BIA "Regulations on Internships at the Baltic International Academy" [https://bsa.edu.lv/wp-content/docs/2020/BSA\\_Prakses\\_nolikums\\_en.pdf](https://bsa.edu.lv/wp-content/docs/2020/BSA_Prakses_nolikums_en.pdf).

An important element of student examination is the pre-defence and defence of the Graduation Paper. The procedure for Graduation Paper was approved by the BIA "Regulations on the Development and Defence of Graduation Paper at the Baltic International Academy". [https://bsa.edu.lv/wp-content/docs/2020/BSA\\_diplomdarbu\\_nolikums\\_ENG.pdf](https://bsa.edu.lv/wp-content/docs/2020/BSA_diplomdarbu_nolikums_ENG.pdf)

The content of the examination, the examination requirements, assessment criteria and methods are determined by the description of the study course, but the procedure of each examination is determined by the lecturer of the study course or the chairman of the examination commission.

Given the above, it is concluded that the BIA has strict control over the implementation of study programs. The applicable control system enables the training of qualified specialists in the field of law science. Students not only acquire the necessary knowledge but also learn to expand their knowledge independently.

At the student's request the final examination can also be conducted in person; for this purpose the student has to arrive at the BIA at the time agreed with the course teacher. State examination is the defense of a diploma thesis which concludes the acquisition of the study programme. State

examination is conducted remotely using the electronic means of communication (Skype, Skype for Business or Big BlueButton), however, at the student's request the thesis defence can be conducted in person.

**1.7. Description and assessment of the academic integrity principles, the mechanisms for the compliance with these principles, and the way in which the stakeholders are informed. Specify the plagiarism detection tools used by providing examples of the use of these tools and mechanisms.**

In 2016, the European Union implemented the General Data Protection Regulation signed by all Member States on 25 May 2018. This act establishes the obligations and rights of individuals, companies, institutions with regard to storage, maintenance, use and protection of data; for example, in education and research, it applies to personal “data relating to people, articles or research proposals submitted for scientific review, records in personnel files, litigation proceedings, and proprietary data”.

The BIA has developed POLICY Statute on “Privacy” (approved at the BSA Senate sitting, protocol No.137 of 14.02.2019). BIA Internal data protection rules.

Developing the principles and requirements of the BIA Academic Code of Academic Integrity and Ethics based on the laws of the Republic of Latvia, namely, the Law on Higher Education Institutions, the Law on Scientific Activities and Copyright Law, the BIA working group used *Plagiarism in Academia* as well “*General Guidelines for Academic Integrity*” developed for the promotion of academic integrity in European network of the Erasmus+ project.

The BIA has developed “Code of Academic Integrity and Ethics” (approved at the BSA Senate sitting, protocol No.137 of 14.02.2019).

Aiming to strengthen the academic culture and integrity in the BIA academic environment, the Baltic International Academy Code of Academic Integrity and Ethics clarifies the concept of academic integrity and actions related to it and defines key procedures for dealing with academic integrity violations. The principles of academic integrity are objectivity, responsibility, mutual respect and trust, and they exclude deception and fraud.

The Code of Academic Integrity and Ethics supports the principles and values of the Code of Ethics as expressed by BIA students, academic and general staff. Unfair academic behaviour belittles the BIA name and reputation, undermines values, and reduces competitiveness. Explicating the concept of academic honesty and related behaviour, the Code lists the most common violations of academic integrity in the academic environment and the responsibilities of the BIA personnel in addressing academic dishonesty.

The BIA introduces students to the principles of academic honesty, compliance requirements during studies, and sanctions in case of non-compliance at the beginning of the study process. These principles are also explained to the students at the beginning of study courses by teaching staff.

Academic integrity and methods of violation detection are also taught to teaching staff, researchers and general staff.

*Activities aimed at linking the study process with the principles of academic integrity:*

- at the end of each study year, students complete questionnaires evaluating lecturers' work and

study course content, the questionnaires analysed and taken into account when planning future studies in order to improve the quality of lecturers' work;

- in large groups where tests are difficult to organise and that allows unscrupulous students to cheat, the number of students in classrooms is optimised or even reduced;
- the final assessment of the study course consists of several parts; they are attendance, class activities, independent work, mid-term examinations; the exam mark represents only 70-80% of the final assessment;
- the deadlines for submission of written papers are strictly adhered to and no works are accepted after the deadline;
- regulations on evaluation of study results, procedure, presentation of results, possibilities of appeal have been developed;

Ensure academic integrity, repeated discussions and evaluation of plagiarism cases in the study process, including research, by the BIA Study Methodological Council, in cooperation with the Student Council, resulted in the improvement of regulatory enactments and making amendments to the BIA methodological guidelines for the development of academic papers.

The guidance on dealing with academic integrity violations and types of plagiarism is based on the BIA approved Code of Academic Integrity and Ethics, and it is designed to be used by students, researchers, teaching and general staff.

If signs of plagiarism are found in a student's work, the lecturer writes an application to the study programme director. The student's own point of view is heard – they are invited to a study council meeting where they have to give an explanation. As a result, the student is reprimanded and the written work in question needs to be reworked and the grade is lowered. More severe and repeated cases of plagiarism are dealt with at the Vice-Rector and even Rector level, and the student is already threatened with expulsion from the academy. However, cases when a student repeatedly commits plagiarism are extremely rare in the BIA, and explanatory work and the first admonition at a council of the study direction meeting is usually sufficient.

In most cases, students tolerate plagiarism in their work not out of malice, but because they lack sufficient understanding of the use of references or the importance of intellectual property, and it is especially characteristic of first-year students who attempts to use reports readily available on the Internet or rewrite existing works without acknowledgement . That is why the BIA helps to master the basics of research, including the proper use of references. However, previous institutions can make an invaluable contribution by tightening control over student written works, explaining to them what plagiarism is, and how to avoid it by properly referencing the ideas of others.

When submitting their research papers (Bachelor's, Master's, Doctoral's thesis), students must certify with their signature that the work is not counterfeit or plagiarised. The scientific supervisor of the thesis also certifies it with his / her signature.

With academic staff, the relevant issues are addressed in the discussions of the collegial bodies. After discussions and in-depth evaluation, the introduction of technical tools and procedures to prevent student and staff plagiarism was recognized as ineffective and economically inefficient due to the limited number of professionals and students as well as due the specificity of research and high level of expertise, which can be provided by BIA experts in collaboration with their colleagues in other universities and countries.



**1.8. Specify the websites (e.g. the homepage) on which the information on the study direction and the relevant study programmes is published (in all languages in which the study programmes are implemented) by indicating the persons responsible for the compliance of the information available on the website with the information published in the official registers.**

All information about the study direction “Law Science” and relevant study programmes (including self-assessments) is published on the BIA website [www.bsa.edu.lv](http://www.bsa.edu.lv) .

The person responsible for the study direction, I.Cvetkova is responsible for the correspondence of the information available on the BIA website to the information available in the official registers.

## **II - Description of the Study Direction (2. Efficiency of the Internal Quality Assurance System)**

**2.1. Assessment of the efficiency of the internal quality assurance system within the study direction by specifying the measures undertaken to achieve the aims and outcomes of the study programmes and to ensure continuous improvement, development, and efficient performance of the study direction and the relevant study programmes.**

Management of the study direction is effective in achieving the goals of the study direction, it is democratic, has clearly defined responsibilities of administrative staff, teachers and students, and involvement of employers.

Development and implementation of proposals for innovative teaching methods and practices promote the research integration, foster interdisciplinarity and implementation of the courses, practices and such learning methods which directly develop the students' innovation competencies (critical thinking, improvement of the transversal competences and their evaluation system).

For the purpose of development of the study direction the trends of development of the global and national study direction implementation opportunities and their compliance with the strategy and common vision of the BIA are analyzed.

The key functions of the study direction council are as follows: to develop the study programme (s) of the respective study direction, to carry out evaluation and implementation analysis of the study programme, to analyze the students' learning achievements, to analyze the quality / performance of the academic staff involved in the study direction and to promote the integration of scientific work into the study programme.

The study direction council works out the strategy for development of the study programmes of the branch, evaluates and submits to the study council for approval the applications for new study programmes of all levels, annual self-assessment of the study programmes and changes in the study programmes.

Improvement of the study programmes is carried out taking into account the results of surveys of students, graduates and employers, recommendations of the teachers and practice supervisors, the

annual self-assessment of the study programmes and study directions as well as recommendations of accreditation experts.

Pursuant to the provisions of the regulations of the “Law Science” study direction council of the BIA (approved on May 25, 2009 by the BIA Senate decision No. 248), the direction council is a collegial governing body which administers the academic Professional study programmes of all levels relating to the same branch of science.

“Law Science” study direction council includes directors of the study programmes, academic staff, students registered in the study programmes - at least 20% of the study direction council contributing to the presentation of the study programmes at all levels and presentation of as many training programmes as possible to the representatives of employers. Students are nominated by the students themselves.

Meetings of the study field council are open, academic staff and students who are involved in solving specific issues are often invited.

**2.2. Analysis and assessment of the system and the procedures for the development and review of the study programmes by providing specific examples of the procedures for the development of new study programmes within the study direction (including the approval of study programmes), the review of the study programmes, the aims, and regularity, as well as the stakeholders and their responsibilities. Description of the mechanism for obtaining and providing a feedback, including with regard to the work with the students, graduates, and employers.**

Process of development and revision of the study programmes is regulated by the Rules “Development, approval and amendment of the study programmes at the Baltic International Academy” which define the BIA procedure as a whole:

- Development of the study programmes;
- Development of the study plans;
- Development of the basic documents for study courses;
- Maintaining the basic study documents.

New study programmes and their amendments are approved by the BIA Senate. Programs are reviewed on the basis of recommendations from the parties involved: students, graduates, practice supervisors, international and national experts and auditors, as well as employers and professional organizations always in consideration of the current industry needs. (See appendix “Improvement of the study programme”).

Directors of the study programmes communicate on the issues of the study programme content coordination and exchange of experience with employers in the field as well as Latvian and foreign higher education institutions / colleges. Employer surveys are conducted on a regular basis to clarify the requirements of today's labour market.

Objectives of study programme review:

1. to ensure the acquisition of high-quality higher education study content in accordance with

the regulatory enactments of the Republic of Latvia;

2. to provide the students and teachers with the convenient, understandable and accessible learning process;
3. to improve the pedagogical competences of the teaching staff for successful work including the work in the e-environment;
4. to promote the long-term financial stability of the programme.

Table 2.11 shows how the feedback between the parties, involved in the review and improvement of the programme, is provided, and the feedback mechanism, i.e. methods and tools, as well as the frequency with which this feedback is provided:

*Table 2.11.*

<b>Mechanism of obtaining and providing feedback</b>		
Involved party	Methods and tools for implementing feedback	Frequency of feedback implementation
Work with the students	<ul style="list-style-type: none"> <li>● Student self-government meetings / minutes of the meetings</li> <li>● Student representatives in the decision-making bodies of the BIA</li> <li>● Results of student surveys - survey</li> <li>● Student evaluation for the study course implementation in the Moodle environment - survey</li> <li>● Assessment upon the qualification work and practice defense - negotiations</li> <li>● Daily e-communications with the study programme coordinator - correspondence</li> <li>● Assessment of learning performance in the classes and out-of-class communication</li> <li>● Evaluation of research activities</li> </ul>	<ul style="list-style-type: none"> <li>● At least twice a year</li> <li>● At least twice a year</li> <li>According to the BIA annual work plans</li> <li>● Once in a semester</li> <li>● Upon the realization of each study course</li> <li>● Once in a semester</li> <li>● Every day</li> <li>● According to the study process</li> </ul>

Work with the employers	<ul style="list-style-type: none"> <li>● Cooperation with employers on the implementation of the students' practice, recommendations on practice, improvement of regulations, competencies to be acquired, necessity, topics of qualification works - contracts and work during the practice implementation;</li> <li>● Employer survey - results;</li> <li>● Work of employers' representatives for expertise and improvement of the study directions and study programmes, development of new programme, recommendations on attracting new teaching staff - minutes of meetings;</li> <li>● Representation of employers in the final work defense commissions - new topics;</li> <li>● Organization of guest lectures and creative workshops.</li> </ul>	<ul style="list-style-type: none"> <li>● Once in a semester</li> <li>● Once a year</li> <li>● At least twice a year</li> <li>● Once a year</li> <li>● According to the study process</li> </ul>
Work with the graduates	<ul style="list-style-type: none"> <li>● Cooperation with graduates on the implementation of students' practice - agreements and work during the practice implementation;</li> <li>● Graduate survey - results;</li> <li>● Representation of the best graduates in the thesis defense commissions - new topics;</li> <li>● Continuation of studies at the higher study stage;</li> <li>● Organization of guest lectures and creative workshops.</li> </ul>	<ul style="list-style-type: none"> <li>● Once in a semester</li> <li>● Once a year</li> <li>● Once a year</li> <li>● As required</li> <li>● According to the study process</li> </ul>

**2.3. Description of the procedures and/or systems according to which the students are expected to submit complaints and proposals (except for the surveys to be conducted among the students). Specify whether and how the students have access to the information on the possibilities to submit complaints and proposals and how the outcomes of the examination of the complaints and proposals and the improvements of the study direction and the relevant study programmes are communicated by providing the respective examples.**

The need for a complaint and suggestion consideration procedure is established by the BIA study quality management system based on the excellence model of the European Foundation for Quality Management (EFQM) which helps the BIA to constantly improve all key areas of its activities..

The BIA quality policy defines that the BIA develops and implements the study programmes and research work actively cooperating with the interested parties and taking into account their wishes

and needs.

In order to implement the quality policy the BIA is constantly working on the improvement of the study quality management system, study process and research work.

The basic principles of the BIA study quality management are:

- involvement of the interested parties in the development of the BIA products, services and processes;
- approach based on the positive cooperation.

The need for introduction of complaint and suggestion consideration procedure is established by the excellence model of the European Foundation for Quality Management:

- to maintain the quality management system and its compliance with the requirements of the international standards, to ensure the continuous improvement process;
- to ensure the continuous improvement of the level of satisfaction of all interested parties. Each structural unit of the BIA has to contribute to achievement of the BIA study quality management system objectives.

A complaint is a dissatisfaction expressed by one or more students or employees of the BIA in connection with any action or inaction of the BIA or deviation from the BIA procedure.

Complaint and suggestion consideration procedure is relating to:

- quality of the study process;
- quality of infrastructure and material and technical provision;
- quality of methodological and information provision;
- quality of service (functional).

Complaint consideration procedure does not refer to the student's complaint about:

- assessment of the final examination / study,
- organization and conduct of the study process,
- tuition fees,
- exmatriculation.

Complaint and suggestion procedure does not foresee the consideration of suggestions and complaints which:

- have already been considered and a decision has already been taken;
- are anonymous;
- are without foundation and are misleading;
- are not explicit;
- are directed to a request for compensation;
- refer to the overall operation, inactivity, process or order of the BIA.

Complaints and suggestions may be submitted to the BIA by:

- the student,

- the student group,
- the academic and administrative staff,
- the staff group or structural unit.

Complaints and suggestions may be submitted in the paper form by filling in the application form (attached hereto as the Annex 1) which is available at the BIA study information center, the BIA branches and the BIA website.

Requirements for filling out the complaint and suggestion form:

- it is to be completed legibly;
- the ideas are to be expressed in clear complete sentences;
- all sections of the form are to be completed, otherwise the suggestion or complaint will be disregarded;
- anonymous suggestions and complaints will be disregarded;
- the form is intended for one suggestion or complaint.

Complaints and suggestions may be submitted in a paper form personally to the recipient of the complaint / suggestion - at the BIA study information center, the BIA branches or by sending the scanned copy of completed form by email to [info@bsa.edu.lv](mailto:info@bsa.edu.lv).

All received complaints and suggestions are registered in the BIA register of complaints and suggestions. The recipient of complaint or suggestion designates the person responsible for it depending on the content of the complaint or suggestion. The BIA register of complaints and suggestions and is maintained electronically.

Upon receipt of the suggestion the responsible person examines it within 10 working days and informs the recipient about the possible suggestion implementation plan or about a reasonable refusal to implement the suggestion. The recipient of suggestion records the decision in the BIA register of complaints and suggestions, informs the applicant of the decision taken and makes a relevant note in the submitted form.

Recipient of complainant reports on the complaint received to the BIA employee responsible for the conduct of the proceedings or the resolution of the situation and to the persons mentioned in the complaint.

If the complaint can be resolved promptly but not later than within five working days without further investigation with or without the involvement of the BIA staff the following may be considered as a solution to the complaint:

- verbal agreement,
- apologies,
- clarification of the problem situation to the complainant personally or remotely (by email or by phone).

Recipient of complaint registers the taken decision in the BIA register of complaints and suggestions and makes a relevant note in the submitted form.

In case the consideration of the complaint requires time and in-depth investigation the recipient of complaint within three working days informs the complainant and submits the complaint to the BIA employee responsible for the proceedings or the resolution of the situation. Upon receipt of the

complaint the responsible BIA person together with the other parties involved (if any) seeks for a solution and discusses the complaint resolution plan. Having considered the nature of the complaint and the significance of its consequences the person responsible for the resolution of the complaint may request the written explanations from the persons mentioned in the complaint in order to fully clarify the situation.

Recipient of complaint or the person responsible for the resolution of complaint sends the decision taken to the complainant by email within 30 days from the date of registration of the complaint in the BIA register of complaints and suggestions.

Recipient of complaint registers the decision taken in the BIA register of complaints and suggestions, makes a relevant note in the submitted form, analyzes the process (s) to be improved and initiates the consideration of necessary changes by the BIA structural unit (study direction council, study methodological council, etc.).

It is forbidden to disclose the information revealing the applicant's identity without his consent unless the BIA is required by law to disclose such information.

In case the applicant does not wish the facts contained in his suggestion or complaint to be disclosed he has to indicate this in the submitted form. If the form does not contain a reference to the prohibition to disclose the facts mentioned therein the BIA is entitled to disclose the same subject to the requirements of regulatory enactments.

Theme	Responsible structural unit	email address
Study process in Riga	Vice-Rector for study work	<i>bsaprorrektor@inbox.lv</i>
Study process in Daugavpils	Head of the Daugavpils branch,	<i>info@da.bsa.edu.lv</i>
Study process in Liepaja	Head of the Liepaja branch,	<i>bsa.liepaja@inbox.lv</i>
Scientific process	Vice-Rector for research	<i>Inna.stecenko@bsa.edu.lv</i>
Foreign students' questions	Vice-Rector for international relations	<a href="mailto:Inta.buka@bsa.edu.lv">Inta.buka@bsa.edu.lv</a>
Tuition fees, loans, scholarships	BSA accounting department	<i>kreditu.dala@bsa.edu.lv</i>
Library	Scientific library	<a href="mailto:biblio@bsa.edu.lv">biblio@bsa.edu.lv</a>
Maintenance issues	Maintenance department	<i>irinakuzenko@inbox.lv</i>
IT issues	Computer centre	<i>it@bsa.edu.lv</i>

**2.4. Provide information on the mechanism for collecting the statistical data, as developed by the higher education institution/ college. Specify the type of the data to be collected, the collection frequency, and the way the information is used to improve the study direction.**

The statistical data collected by the BIA are regularly summarized according to the needs of the study process (development and compilation of self-assessment of study directions and study programmes, compilation of the rector's report, preparation of financial documents, etc.) and prepared for submission to the external institutions and internal departments.

The following information is provided annually to the various institutions.

*Table 2.4.1.*

***Types of the BIA statistical data, deadlines and institutions***

<b>Type of information</b>	<b>Institution</b>	<b>Deadlines</b>
<b>Number of enrolled students</b>	Ministry of Education and Science Central Statistical Bureau	Every year as by September 5
<b>Information on the BIA student status</b>	National Education Information System	Every month
<b>Overview of higher education institution</b>	Ministry of Education and Science Central Statistical Bureau	At the beginning of each academic year - 15.10.
<b>Overview of the circulation of diplomas and diploma forms</b>	Ministry of Education and Science	Every year as of January 1
<b>Information on the BIA International Relations</b>	Ministry of Education and Science	Until October 15 of the current academic year
<b>CSB Statistical Report and information on the international relations of the Baltic International Academy in the current academic year</b>	Ministry of Education and Science Central Statistical Bureau	Until October 15 of the current academic year
<b>Information on the foreign students at the BIA</b>	National Security Service	Every year in October



<b>Number of foreign students at the BIA in the current academic year, included (Higher education institution review)</b>	Ministry of Education and Science Central Statistical Bureau	Until October 15 of the current academic year
<b>Students of the BIA who study abroad in the current academic year as a result of exchange (Higher education institution review)</b>	Ministry of Education and Science Central Statistical Bureau	Until October 15 of the current academic year
<b>Number of mobile students at the BIA in the current academic year (Higher education institution review)</b>	Ministry of Education and Science Central Statistical Bureau	Until October 15 of the current academic year
<b>Data on the graduate study mobility in the current academic year</b>	Ministry of Education and Science	Until August 31 of the current academic year
<b>Information on the individuals and agencies which attract the foreign students to study at the BIA</b>	National Security Service	Until November 1 of the current academic year
<b>Information on the third country citizens who are studying at the BIA</b>	State Border Guard	Upon request
<b>Information on the international cooperation with different countries (including number of students, mobile students, partners and projects)</b>	Ministry of Foreign Affairs of the Republic of Latvia Ministry of Education and Science	Upon request
<b>Communication on engagement (Sustainable Development Goals)</b>	United Nations Global Compact	Every second year starting from 2013
<b>Sharing information on progress (SIP)</b>	Principles for Responsible Management Education	Every second year starting from 2018

<b>Current academic year final report on the BIA partners, project duration, project participants (including project participant reports) and budget used</b>	Mobility tool Lifelong Learning Project Erasmus + Information System	Until October 30 of the current academic year
<b>Interim reports on the BIA partners, project duration, project participants (including the participant reports) and budget used</b>	Mobility tool Lifelong Learning Project Erasmus + Information System	Until January 10 of the current academic year
<b>Current year report and updating of data on the BIA activities</b>	The European Parliament's Transparency Register	Every year on March 30, starting from 2017
<b>Information on the internationalization, monitoring and development of internationalization at the BIA</b>	European Association for International Education (The EAIE Barometer survey)	Every fourth year starting from 2017
<b>Information confirming that the scientific institute has international cooperation in the field of science</b>	Central Statistical Bureau	Every year by March 30
<b>Information confirming that scientists at the scientific institute publish the scientific articles or patent inventions or develop technologies</b>	Central Statistical Bureau	Every year by March 30
<b>Review of implementation of scientific work of the scientific institution controlled by a higher education institution (1- Research)</b>	Central Statistical Bureau	Every year by March 30
<b>Number of theses to be defended</b>	Ministry of Education and Science	Every year
<b>Information on the revenues and expenditures of the institution for the previous year in accordance with the Regulation of the Cabinet of Ministers No.348 dd May 2, 2006, "Procedures by which high school and college submit to the Ministry of Education and Science the information on their activities"</b>	Ministry of Education and Science	Until April 1 of the current year

<b>Dynamics of the number of students, including those studying, on academic leave, arriving and departing during the reporting period and expelled during the academic leave</b>	Internal Reports - Board of the BIA, rector	Every month
<b>Student annual surveys</b>	Board of the BIA, Analytical Centre	Twice a year (in autumn and spring)
<b>Graduate survey</b>	Board of the BIA, Analytical Centre	

Information is collected by the following departments of the BIA:

- Study Department
- Analytical Centre
- Admission Committee
- Vice-Rector for Science
- Vice-Rector for International Relations
- Accounting department
- BIA branches

Having received the information on the number of students of the study programme, dynamics of enrollment, material and technical resources of the study direction and library stock, student, graduate and employer survey results, directors of the study direction and study programmes analyze the information provided, prepare the study year self-assessment reports and take the other measures to improve the study quality.

Submission of the statistical data on the BIA activities to the external institutions (Ministry of Education and Science, Central Statistical Bureau, State Education Information System, State Security Service, etc.) gives the BIA the opportunity upon collecting and analyzing these data by the above mentioned external institutions to collect the statistical data on the higher education system in general and its development trends in dynamics.

Regarding the analysis of internal information and statistics it can be concluded that this information, including the questionnaires of students, graduates and employers is processed by the BIA computing centre, then analyzed by the BIA analytical centre and provided to the BIA Board, BIA management, and programme managers at operational meetings, and also sent to the interested parties (heads of the BIA departments).

Statistical data on the number of students are mainly used to improve the study directions - the data on accepted and expelled students, arrears in payment of tuition, non-fulfillment of the study programme, expulsion at the student's request, are analyzed

## **2.5. Description and assessment of the integration of the standards set forth in Part 1 of the ESG. Specify which of the standards are considered a challenge and which require special attention.**

The most important performance evaluation criteria are student satisfaction level, employer

references, graduate profile - competitiveness in the labour market (application of knowledge and skills in professional activities), accreditation - national and international, enrollment / graduation rates and financial indicators. Students are involved in the quality assurance process through the feedback (questionnaires, meetings, etc.), participation in the study programme councils, representation in the Senate, as well as through the Student Parliament. During the BIA study process the students are regularly surveyed both with regard to the study content and the teaching staff. The surveys are conducted at the end of each study course. Respondents are all students of the study programme. As a result of the survey the direct feedback is obtained on the quality of the course, evaluation of the specific lecturer, attitude of the students, their satisfaction, sufficiency of the handouts and their correspondence to the presentation. Student recommendations regarding the programme changes, suggestions for adding new courses, complaints about the content of study courses, if any, are also discussed at the study programme council meetings which are held at least once in a semester but may be organized more frequently if necessary. Along with the clearly defined quality assurance principles of the BIA, the internal quality of the study direction is implemented according to this quality assurance system. In line with the Internal process management quality system the business direction structural units are systematically planning, managing, evaluating and developing the employee and structural unit performance, thereby contributing to the improvement of quality of work and ensuring the effectiveness of the BIA operations.

*Table 2.5.1.*

***Conformity of the study direction with the Standards and guidelines for Quality Assurance in the European Higher Education Area (ESG) Part 1***

<i>Standards and guidelines</i>	<i>Document approved by the BIA Senate / Rector's order</i>	<i>The BIA internal quality assurance procedure</i>
<b><i>High schools must have a quality assurance policy</i></b>	<b>The BIA long-term strategy of activities and development for 2016-2021</b> <b>The BIA study quality management system</b>	<b><i>V3 Internal quality audit</i></b> The BIA study quality management system is an embedded quality policy that requires multiple stakeholders to be responsible for the quality assurance. Each party involved is aware of its responsibilities for quality assurance.

<b>ESG 1.2. Development and approval of the programmes</b>	<b>Rules for the development, approval and amendment of the study programmes at the BIA</b>	<p> <b>V2 Development planning</b>  <b>V5 Activities of the Study direction council and Study programme council</b>  <b>V6 Self-assessment of the study direction and study programmes</b>  <b>V7 Cooperation with industry and MES</b> </p> <p> Development, updating and use of study course descriptions. The procedure clearly defines the responsibilities of the study course author, director of the study programme and head of the study direction in the development and updating of the study course, as well as the procedure for publishing in the BIA system. The procedure also defines the order of evaluation of the study course and the teaching staff. The study programmes have been developed in consideration of the BIA development strategy, involving the employers and industry professionals. Employers, industry professionals, members of the state examination commissions, diploma work and practice defense commissions, reviewers and other specialists are also involved in the development and updating of the study programme content and the study courses. Implementation of the programmes is based on the fundamental principles of the BIA, is in compliance with the requirements of the regulatory enactments and the higher education targets of the Council of Europe. The content of the study courses is developed so that the study results in each study course ensure the achievement of the overall study programme study results. The content of the programme is reviewed by the study direction and approved by the BIA Senate. </p>
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**ESG 1.3. Student  
focused learning,  
teaching and  
assessment**

**The BIA regulations on the evaluation of the study results**

**S6 Study programme**

**implementation and control**

Study programmes are implemented in various forms: full-time and part-time. It ensures the study access to different groups of students with different learning abilities. Study course requirements include the completion of various tasks and compulsory reading and are available in the course descriptions and in the e-environment. The lecturers inform students about the criteria and methods of knowledge assessment in the first classes. Assessment of the study papers, internship reports and final examinations are performed by the commissions with the participation of invited employer representatives. Each member of the commission is aware of the basic principles of evaluation of the BIA. The BIA regulations describe the assessment appeal procedure. The regulatory enactments are published on the BIA website. These enactments are discussed with the Student Council and the students are informed about them.

**Regulations on the preparation and presentation of graduation theses at the BIA**

**S6 Study program implementation and control.**

**S7 Graduation of students and graduates.**

The procedure describes the order of development and defence of the final thesis - duties, activities and terms of the students and teachers. The Code defines the responsibilities and rights of the teachers, researchers, students, and general staff

**Code of academic honesty and ethics of the BIA**

<b>ESG. 1.4. Admission, course of studies, diploma recognition</b>	<p>Admission rules and matriculation procedure of the BIA for the 2019/2020 academic year</p>	<p><b>S3 Student Enrollment and Registration</b> Admission requirements are defined for each academic year in accordance with the applicable normative documents of the Republic of Latvia. Admission rules are available on the BIA website.</p>
	<p>The BIA procedure of recognition of competencies acquired through non-formal education, professional experience, or educational outcomes obtained during previous studies</p>	<p><b>S4 Study process and workload planning</b> <b>Procedure describes the order of admission of students</b> The BIA has a system of recognition of achievements of previous education according to which the BIA recognizes the learning outcomes achieved in the course of both formal and non-formal education.</p>
	<p>Regulations on the studies at the BIA</p>	<p>The BIA is developing the student information system which will contain all study information about all students including those who have interrupted the studies. The system tools will allow tracking of each student's progress during his studies. The student will be able to see his progress, the study plan for the given semester and the financial information. Upon successful completion of the study programme the student will receive a diploma complying with the requirements of the regulatory enactments and containing the information on the study results and qualification obtained.</p>
<b>ESG. 1.5. High schools have to ensure the competence of their teachers. Recruitment procedures are to be fair and transparent</b>	<p>Regulations on the academic positions of the BIA</p>	<p><b>V4 Corrective and preventive actions</b> <b>R1 Personal Management</b> BIA ensures the improvement of qualification of its academic staff by organizing methodological events, training seminars and providing the opportunities for scientific activities, including preparation of publications, participation in the conferences, doctoral studies. The BIA has the staff appraisal system which defines the staff appraisal criteria.</p>

<p><b>ESG. 1.6. high school has to provide the appropriate and easily accessible teaching aids and students' support</b></p>	<p>The information on the library offer is available on the BIA home page in the section LIBRARY:</p> <p><b>Databases</b>  <a href="https://bsa.edu.lv/en/databases-of-the-baltic-international-academys-library/">https://bsa.edu.lv/en/databases-of-the-baltic-international-academys-library/</a></p> <p><b>Book Catalogue</b>  <a href="http://biblio.bsa.edu.lv/default_en.html">http://biblio.bsa.edu.lv/default_en.html</a></p> <p><b>New acquisitions</b>  <a href="http://bsa.edu.lv/lang/eng/library/postup.html">http://bsa.edu.lv/lang/eng/library/postup.html</a></p>	<p><b>S5 Provision of the study courses</b>  <b>S2 Development and updating of the study programmes and methodical complexes</b>  <b>R2 Development of the teaching aids.</b>  <b>R3 Managing the foundation for teaching and teaching literature</b></p> <p>The BIA has a library the funds of which are constantly replenished The librarian provides support in finding the required information. Students get the explanations on the use of the other libraries for study purposes. E-environment of the BIA provides the study materials for each study course. The BIA has a Student Information Center, and each study direction has its own methodologist who can provide the information on the study process and course. Students regularly communicate with the study programme director on the content of the study programme and organizational issues. Each study programme also has a Moodle forum where the programme director posts the current information. Each course offers both on-site and on-line consultations.</p>
<p><b>SG. 1.7. High schools have to collect, analyze and use the necessary information in order to effectively manage the study programmes</b></p>	<p><b>Student surveys</b>  <b>Graduate surveys</b>  <b>Teaching staff surveys and visitation</b>  <b>Assessment of practice employers</b>  <b>Employer surveys</b>  <b>Results of activities of the State Commission.</b>  <b>Self-assessment of the study direction</b>  <b>Self-assessment of the study programme</b></p>	<p><b>S6 Implementation and control of the study programme</b>  <b>V6 Self-assessments of the study direction and study programmes.</b>  <b>R4 Infrastructure management</b></p> <p>The BIA organizes several surveys in order to obtain the information on students' satisfaction and advice from students, employers and staff. This information is used for self-assessment of the study directions and programmes. During the self-assessment the other aspects of the study process including the material and technical support are also evaluated</p>
<p><b>ESG. 1.8. High schools have to regularly publish clear, accurate, objective and up-to-date information</b></p>	<p>The following information is available on the BIA homepage <a href="http://www.bsa.edu.lv">www.bsa.edu.lv</a> :</p> <ul style="list-style-type: none"> <li>- Study programmes and criteria of admission to these programmes;</li> <li>- Expected results of the programmes, awarded degrees and qualification;</li> <li>- Evaluation of the study results;</li> <li>- Diploma work development and defense;</li> </ul> <p>Self-assessment of the study directions  Self-assessment of the study programme</p>	<p><b>R1 Government overview.</b>  <b>S6 Implementation and control of the study programme</b>  <b>V6 Self-assessment of the study direction and study programmes</b></p> <p>The BIA prepares the annual self-assessment reports on the activities of each study direction and the BIA as a whole. Descriptions of each study programme, admission requirements and the other information are available on the BIA website.</p>



<b>ESG. 1.9. High schools have to periodically review the programmes to make sure they are achieving their goals and meeting the needs of students and the community</b>	<b>Student surveys</b> <b>Graduate surveys</b> <b>Teaching staff surveys and visitation</b> <b>Assessment of practice employers</b> <b>Employer surveys</b> <b>Results of activities of the State Commission.</b> <b>Self-assessment of the study direction</b> <b>Self-assessment of the study programme</b>	<b>R1 Government overview.</b> <b>S6 Implementation and control of the study programme</b> <b>V6 Self-assessment of the study direction and study programmes</b> Every year the study programmes of the study directions are evaluated with the participation of academic staff, students, practice supervisors and employers. Study course descriptions and content of e-courses is updated in consideration of the latest developments in the field and recommendations of students, teaching staff, practice supervisors and employers.
<b>ESG. 1.10. High schools have to implement the cyclical external quality assurance and evaluation in accordance with the ESG</b>	<b>Self-assessment</b> <b>Information on AIKA e-platform</b>	<b>V6 Self-assessment of the study direction and study programmes</b> Cyclical external evaluation is conducted every six years in accordance with the regulatory requirements.

The internal quality assurance system of the BIA has been worked out and developed in accordance with the Standards and Guidelines for Quality Assurance in the Common European Higher Education Area (ESG 2015).

## **II - Description of the Study Direction (3. Resources and Provision of the Study Direction)**

**3.1. Provide information on the system developed by the higher education institution/ college for determining the financial resources required for the implementation of the study direction and the relevant study programmes. Provide data on the available funding for the relevant study programmes, as well as the sources of the funding for the scientific research and/or artistic creation activities and their use for the development of the study direction. Provide information on the costs per one student (for each relevant study programme of the study direction) by specifying the headings indicated in the calculation of costs and the percentage of the funding among the indicated headings.**

The budget of the BIA study direction “Law Science” is established through dialogue among the founders, BIA governance and the study direction. The relevant representatives of the administration are personally responsible for the execution of the budget and the tasks planned therein.

The BIA study direction “Law Science” revenue is represented by the following key sources of funding:

- tuition fees (tuition fees and other services related to the study process);
- revenue for scientific activities (financing of projects from the state budget, revenue from scientific activities, EU structural funds and other income);
- other revenue (national and international project funds, income from renting, selling books, organizing various courses, etc.).

The Academy transfers the financial resources allocated to natural and legal persons for the financing of specific programmes and activities directly to the body, natural or legal person implementing that programme or activity.

The analysis displays the structure of the study direction "Law Science" revenue where the study process at the BIA is financed mainly through the tuition fee revenue (85.17% - 90.57%). The amount of tuition fee and payment procedure for each study year is determined by the Board and approved by the Senate. Prior to the commencement of studies, each student enters an individual study agreement, which is valid for the entire duration of studies.

The revenue of the Study Direct "Law Science" is tightly bound to student numbers. Despite the reduction in the number of students at the Academy in recent years, a positive balance has been observed in the study direction "Law Science". It should be noted that the BIA did not increase tuition fees and maintained a student social support policy through a discount system. The types and system of discounts are set out in the "Regulations on Studies at the Baltic International Academy". The main goal is to develop a student support and motivation system. The BIA offers an opportunity to apply for study and student loans.

The Students Council is financed from centralized funds in accordance with Article 53 of the Law on Higher Education Institutions and includes both part 1/200.

Funding for science comes mainly from own resources and from EU structural funds. Expenditures include the remuneration of research staff, professors and associate professors, costs associated with the organization of conferences, travel expenses and international conference participation fees, publishing and editorial boards expenses of the journals "Administratīvā un kriminālā justīcija// Administrative and Criminal Justice" and "Juridiskais//Legal", etc.

The BIA budget priorities outside the core academic activity are:

- co-financing of EU-supported projects as these projects make a significant contribution to the common objectives of BIA;
- improving safety (health insurance for employees, occupational and environmental safety);
- strengthening interaction with social partners and the public;
- creation of social support network for BIA personnel;
- BIA image-making.

The study direction and the study programme are adequately costed to meet the needs of the study programme and the requirements for its implementation; the sources of financing of the study programme are identified and provide for the implementation of the study programme while targeting the defined learning outcomes.

**3.2. Provide information on the infrastructure and the material and technical provision required for the implementation of the study direction and the relevant study programmes. Specify whether the required provision is available to the higher education institution/ college, availability to the students, and the teaching staff (the specific equipment required for the relevant study programme shall be indicated in Part III, Chapter 3 below the respective study programme).**

Every year the BIA continues to develop the infrastructure and facilities necessary for studies (see Table 3.2.1).

Table 3.2.1.

**Premises at the Baltic International Academy**

Address	grounds	Total area in BIA branches (m2)		
		Riga	Daugavpils	Liepaja
Area of study and research premises - total		7135	2146	1110
Lomonosova street 4, Riga	SIA BSA property	3408		
Lomonosova street 1/4, Riga	SIA BSA property	3727		
Dzelzceļu street 3, Daugavpils	SIA BSA property		2146	
Liedaga street 3, Liepaja	SIA BSA property			1110
Hostel area	SIA BSA property	70.4	196	57.1

**Key directions of the development of the facilities in the study direction “Law Science”:**

- Purchase of study and scientific literature and periodicals.
- Purchase and modernization of computer equipment, creation of a new computer lab.
- Enhancement of students' access to the Internet.
- Repair and equipping of classrooms.

Table 3.2.2.

**BIA computer system description as of 01.05.2021.**

Title	Total	Riga	Daugavpils	Liepaja
Computers (total)	501	256	64	43
- students	376	173	55	36
- administration	155	83	9	7
Printers, copying equipment, scanner	104	51	12	6
Multimedia projectors, TV	69	39	6	6

The details for each of the above addresses specifying premises in Riga, premises in Daugavpils, premises in Liepaja, are provided in the annexed Excel.

Within the framework of various study programmes, the TV-bridge system of the Baltic International Academy is actively used. Media Bridge is additionally equipped with multimedia equipment (projectors, camcorders, etc.) and has large lecture halls in Riga (200 seats). This system allows real-time lectures to be broadcast in Riga to BIA branches in Daugavpils and Liepaja.

The system has been created with the aim of expanding the possibilities of the best lecturers to

reach the widest possible audience and to secure bi-directional communication during the classes: lecturer - students; students - lecturer. It is possible to organize seminars, scientific conferences, councils, etc. with real-time video and audio broadcasting. The TV-bridge is also often used by foreign visiting professors, public and political figures during their lectures. The students may set individual tutorials with teachers from Riga branch offices via the Internet (Skype or BigBlueButton).

BigBlueButton complex features:

- Unlimited camcorder connection (up to 256 cameras at one point) with relatively high resolution 768x576 (PAL);
- conversion of multiple video signals - PAL, NTSC, SECAM;
- audio and video recording capability, incl. high precision: by timer signal;
- high recording speeds (up to 400fps);
- communication protocols TCP / IP, ISDN, X-25;
- two-level system of self-control;
- multifunctional tuning system;
- various modes, incl. User Defined

New equipment and hardware for the programme is purchased as part of BIA's technical development plan. At present, the study process in the programmes is implemented in well- and technically equipped classrooms. The study process is adequately supported by:

1. Copying equipment;
2. visual presentation equipment (multimedia video projectors; DVD / VHS equipment);
3. computer hardware;
4. TV equipment providing for teleconferencing.

BIA students and academic staff have a permanent opportunity to work on the Internet, use e-mail.

WEB Meetings or teleconferences are the most important element of the Blended system. The TV Bridge System consists of audio and video signal receiving and transmitting equipment to which multiple camcorders are connected, multimedia projectors that allow real-time lectures to be delivered over the Internet with the teacher and classrooms located far apart. The system allows to record guided TV bridges and to convert, burn to CDs. The speed of the Internet connection in the TV bridges' connected branches satisfies the requirements and does not interfere with the operation of the TV bridges. As a result, the system achieves high picture resolution and audio synchronization.

The teleconferencing system is provided with specially designed training methodological kits that include study aids and tests (both paper and electronic) as well as Power Point format presentation materials via the BIA website. The early experience of TV Bridges proves the necessity and effectiveness of multimedia labs that provide for the centralized preparation of electronic versions of slides and educational materials.

*Software to use:*

Operating systems: Microsoft Windows 2000/ XP.

Office software: Microsoft Office 2000/ XP / 2003/2007, Microsoft Office Viewers with Compatibility Pack, OpenOffice 3.0-3.3, Proofing Tools, Adobe Acrobat Reader 9/10, DJView, Cognitive Technologies Cunei Form 12, CD Burner XP Pro 4, 7zip 9, Mozilla Thunderbird 3.1, Microsoft Outlook Express, Skype 3.5-5.1.

Browser: Mozilla FireFox 3.6, Opera 10, Google Chrome, Microsoft Internet Explorer.

Multimedia applications: VLC, WinAMP, Windows MediaPlayer, Ffdshow, Qtime, Macromedia Flash

Player, Macromedia ShockWave player.

Graphic applications: Microsoft Paint.NET, Gimp, Inkscape.

Other software: KAV 6, RealVNC, Java REu.c.

*Additional software in Riga:*

Operating systems: Windows Vista/7/Server 2003/Server2008, Unix FreeBSD, CentOS, MacOS

Office software: Abby FineReader, Nero.

Browser: Safari.

Graphic applications: Adobe Creative Suite, Corel DRAW, Macromedia Studio, Final Cut, Adobe Premiere.

Architectural design software: Autodesk 3DMAX, Autodesk AutoCAD, BCAD, ArhiCAD.

Other software: Audacity, NVU, Tilde Jumis, Trados, Amadeus, iScala, Parallel Desktop, FoxPro, Virtual PC, GNU C++ compiler, Lazarus, Polinom, Octave, MASM, Xilinx WebPack.

**3.3. Provide information on the system and procedures for the improvement and purchase of the methodological and informative provision. Description and assessment of the availability of the library and the databases to the students (including in digital environment) and their compliance with the needs of the study direction by specifying whether the opening times of the library are appropriate for the students, as well as the number/ area of the premises, their suitability for individual studies and research work, the services provided by the library, the available literature for the implementation of the study direction, the databases available for the students in the respective field, the statistical data on their use, the procedures for the replenishment of the library stock, as well as the procedures and options for the subscription to the databases.**

The Baltic International Academy Scientific Library (as of January 15, 2004 in the Register of Libraries of the Ministry of Culture No. BLB0530, the BIA Library Registration Certificate annexed) is a member of the Association of Latvian Academic Libraries (LATABA), which provides access to all LATABA Association member library funds: Library, School of Business Administration Turība Library, Daugavpils University Library, Liepāja University Library, University of Latvia Library, University of Latvia Academic Library, Jāzeps Medīņš Latvian Academy of Music Library, Latvian Academy of Culture Library, Latvian National University Library, National Defence Academy Library, Library of Latvian Academy of Sport Education, Patent Technical Library, Library of Riga Graduate School of Law, Rezekne Academy of Technology Chemistry Library, Riga School of Economics in Riga, Library of Riga Teacher Training and Educational Management Academy, Riga Stradins University Library, BIA Scientific Library, University of Latvia Scientific Library, Library of the European Union Information Agency (ESIA).

The Library Law regulates the activities of the Library<sup>[1]</sup>. The purpose of the Library Law is to provide the necessary information resources for the BIA study and research process by developing and improving the accessibility of library services and by using information technologies to achieve the goal.

The Baltic International Academy has good facilities, a state-of-the-art library, which offers

literature, periodicals, electronic databases, and other resources that students and academic staff need. The BIA has grown at the rapid pace of information technology development by modernizing computer labs (6 in Riga, 8 in libraries), libraries, classrooms, as well as TV bridges between Riga and 7 BIA branches.

The library provides the study and reference literature required for the study process, access to databases and media publications, and provides services to academy students and academic staff - computerized workstations for day-to-day study, copying, printing, and other services. The library offers students, faculty, academy staff advice on using e-services, training in information retrieval skills, provides bibliographic references, lists theses and master theses, and stores the best.

In 2018, the library was visited by 9,202 users (Riga), 3,946 (Daugavpils), 1,215 (Liepaja); In the first half of 2019 - 3,844 (in Riga).

The BIA website contains information about the library, a link to its catalogue and terms, as well as information on new library acquisitions - <http://bsa.edu.lv/lang/eng/biblioteka.htm>.

*Library makes use of:*

- Thematic Catalogue of the Collection;
- Electronic thematic catalogue;
- Catalogue of E-Biblio;
- Catalogue of CD-Biblio;
- Books in English in electronic catalogue;
- Catalogue of thesis papers;
- Electronic catalogue;
- Catalogue of periodicals;
- New bibliographic lists of books in all disciplines;
- Audio and Video Tapes Collection.

BIA libraries use electronic databases, which require modern information technologies.

*Table 3.3.1. BIA electronic databases*

Database	Description	Source of financing
EBSCO <a href="http://search.ebscohost.com">http://search.ebscohost.com</a>	a multidisciplinary database, several full-text and review databases in the humanities, social sciences and exact sciences.	<i>BIA funding</i>
LNL Digital Library <a href="http://gramatas.lndb.lv/">http://gramatas.lndb.lv/</a>	collections of digitized newspapers, maps, books, sheet music and sound recordings in the digital library.	<i>Cooperation Agreement</i>
HeinOnline + FILR <a href="http://www.heinonline.org">http://www.heinonline.org</a>	an extensive network of journal resources in law.	<i>BIA funding</i>
Financial Times <a href="http://www.ft.com">www.ft.com</a>	digital edition of the Financial Times (with archive).	<i>Donation</i>

SCOPUS <a href="http://www.scopus.com">http://www.scopus.com</a>	a bibliographic and citation information database of multidisciplinary scientific publications, containing nearly 20,000 journals from approximately 5,000 publishers and 4.6 million conference proceedings.	<i>Financing of the ERDF project "Establishment of uniform national level Latvian academic network to ensure research activities"</i>
ScienceDirect <a href="http://www.sciencedirect.com">www.sciencedirect.com</a>	Elsevier publishing database in natural and technical sciences, medicine, humanities and social sciences.	<i>Financing of the ERDF project "Establishment of uniform national level Latvian academic network to ensure research activities"</i>
Latvijas Vēstnesis <a href="http://www.lv.lv">http://www.lv.lv</a>	digital edition of the Official Gazette of the Republic of Latvia Latvijas Vēstnesis" (archive from 1993).	<i>BIA funding</i>
Letonika <a href="http://www.letonika.lv">www.letonika.lv</a>	service and encyclopaedic resources about Latvia. The most important reference data in Latvian.	<i>BIA funding</i>
LURSOFT <a href="http://www.lursoft.lv">www.lursoft.lv</a>	a large online collection of Latvian newspapers, publications and news agency BNS collection.	<i>BIA funding</i>
RUBRICON <a href="http://www.rubricon.com">http://www.rubricon.com</a>	a universal directory of full-text reference books, successfully combining search opportunities in over 60 major Russian encyclopaedias, dictionaries, manuals and related Internet resources (in Russian).	<i>Donation</i>
УИС РОССИЯ <a href="http://uisrussia.msu.ru">http://uisrussia.msu.ru</a>	database for research in the humanities (in Russian).	<i>Donation</i>
Интерпум <a href="http://www.integrum.ru">http://www.integrum.ru</a>	Russian informative-analytical agency.	<i>Donation</i>

Table 3.3.2.

**Number of workstations/ area of library space, suitability for permanent study and research work**

<i>Branch</i>	<i>Area</i>	<i>Number of workstations</i>	<i>Computers</i>	<i>Number of employees</i>
<b>Riga</b>	Reading Rooms - 5 (3+2) 207 +172 sq.m Culture Centres - 6 - 358,3 sq.m	Students -65+32 Staff -4+2 Culture Centres - 152	Students -13+8 Staff -3+2	4+2
<b>Daugavpils</b>	Reading Rooms - 3 85 +71 sq.m	Students -22+9 Staff - 2+2	Students -12+4 Staff - 1+2	1+2
<b>Liepaja</b>	Reading Rooms - 2 64+17 sq.m	Students -25 Staff - 1+1	Students - 4 Staff - 1	1+1
<b>Total</b>	Reading Rooms - 10 616 sq.m Culture Centres - 6 - 358,3 sq.m	165 + 152	50	11

The library collections are developed to meet the needs of the study programmes of the Academy. Successful study process is facilitated by a wide collection of methodological and scientific information sources, which are regularly updated with the latest literature. The number of books in English has been significantly increased, particularly in social work, project management, sociology and social psychology, European Union politics, management and marketing.

The library collection is replenished systematically and regularly with books that are purposefully purchased for various branches of the field: psychology, developmental psychology, social psychology; books donated by the authors, teachers, charities, alumni, and friends of the programme. Additionally, the library stock is supplemented with books that are purchased through various projects. Books are often brought as gifts by visiting lecturers who come to the ERASMUS project, hence books in English, Lithuanian, German and other languages are available.

The necessary information about the methodological and informative provision of the study process for each study course is published on the BIA homepage and the student information system MOODLE.

The students have an opportunity to communicate with the library staff both face-to-face with the help of scheduled counselling, skype counselling and e-environment. The students are provided with consultations by library staff. The students may turn to the library for advice and training on the library materials needed for the study process.

#### **Distribution of the Book Collections in Riga and BIA branches**

<i>Libraries</i>	<i>BIA /items/</i>	<i>Latvian l-ge</i>	<i>English l-ge</i>	<i>Russian l-ge</i>
Riga	66 339	14 972	3044	48 286
Daugavpils	37 564	11 305	631	25 628
Liepaja	18 271	5 334	366	12 571



The detailed dynamics of the library collection in Riga, Daugavpils and Liepaja branch is supplied in the appendix *BIA library collection dynamics*.

The BIA governance follows the development of new information technologies, innovative processes in higher education and allocates funds for their implementation in the Academy insofar as possible. Library staff regularly attend professional training and upskilling courses, follow changes in the library sector, and follow up with the publication of new books that are reported to students, faculty, and programme directors. The teaching staff keep track of the necessary library resources, in the particular study course.

[1] Library Law. (adopted: 21.05.1998., entry into force: 23.06.1998.) <https://likumi.lv/doc.php?id=48567>

### **3.4. Provide information on the procedures for attracting and/or employing the teaching staff (including the call for vacancies, employment, election procedure, etc.), and the assessment of their transparency.**

The BIA mission is implemented by highly qualified academic staff represented by professors, associate professors, assistant professors, lecturers, and other qualified faculty members elected for six years in academic positions. General staff as well as technical and service staff assist in the achievement of academic goals.

The optimal BIA staffing structure results from the Academy's operational tasks and may vary by study direction. By being a player contributing to free competition in the educational services market, the BIA promotes a flexible and attractive recruitment policy. Experienced practitioners who are willing to share professional achievements are also attracted. Involved academic staff may work on a contractual basis with the BIA as community representatives or social partners. The BIA uses opportunities to attract foreign specialists.

For the election of the academic staff, unified, special approach criteria are set out, which are reflected in the Regulations on BIA Academic Positions (BIA Senate Protocol No. 131 of 23.10.2017). The election into academic positions is based on an open competition taking into account the requirements set for the applicant's academic qualifications and professional competence. In the election of the academic staff, uniform criteria are set, the most important of which are the achievements in scientific and pedagogical activity, as well as the coherence of the respective direction with the mission of the BIA study direction. The BIA Rector enters into an employment contract with the elected person. An open competition is announced for vacant positions in accordance with regulatory enactments. The documents submitted by the Applicants are evaluated according to the Regulations on Academic Positions.

Qualitative and quantitative criteria for the selection of the teaching staff involved in the implementation of the study programme are set in the selection process in accordance with the Regulations on Academic Positions. The Senate (academic staff, administrative staff, students), the Council of Professors, the Study Council and the students participate in the election process.

Having evaluated the scientific biographies of the academic staff, the minutes of the meetings of the Council of the Study direction "Law Science", the self-assessment reports of the academic staff, student results and student references, the Senate recognizes the qualification of the academic staff.

In general, the involvement of the academic staff shows a highly positive dynamics. The changes in the structure of positions in the study direction are controlled and systematic staff development is underway.

**3.5. Specify whether there are common procedures for ensuring the qualification of the academic staff members and the work quality in place and provide the respective assessment thereof. Specify the options for all teaching staff members to improve their qualification (including the information on the involvement of the teaching staff in different activities, the incentives for their involvement, etc.). Provide the respective examples and specify the way the added value of the possibilities used for the implementation of the study process and the improvement of the study quality is evaluated.**

The qualification of the BIA faculty directly influences the quality of study and scientific work and covers the activities of the Academy as a whole: provision of the necessary infrastructure, development of international cooperation, study direction and study programme, vision of the development of scientific activity. Professional growth and further training of the academic staff is both a means to improve the quality of study and research activities, and a process that involves both defining the competencies of the teaching staff needed, organizing the in-service training, motivating the teaching staff and assessing performance.

The BIA faculty policy includes in-service training at least once a year, that is:

- participation in scientific conferences, scientific research, methodological seminars, development of methodological materials, experience dissemination events in Latvia and abroad.
- BIA teaching staff qualifications are monitored based on the academy's teaching staff policy.
- It involves careful staff selection, regular training and upskilling. The BIA has developed and implemented the following staff policy:
  1. to ensure that all study courses are delivered by qualified, scientifically and methodologically trained teaching staff with well-developed pedagogical and organizational skills, who use modern teaching methods in their work;
  2. the teaching staff consists of highly qualified scientific and professional staff (most of them have a doctoral degree (BIA's strategic goal is 65%);
  3. to attract foreign specialists and lecturers from other higher education institutions according to the specifics of the programme / direction;
  4. to attract representatives of the field, experts (in the particular study programme) in accordance with the specifics of the programmes / directions;
  5. teaching staff can work in an international environment by communicating and delivering lectures in different languages;
  6. the teaching staff are experts in the field in Latvia and internationally;
  7. the Academy has a favourable and creative atmosphere for the professional development of the teaching staff.

To ensure the use of state-of-the-art, interactive teaching methods, the Academy holds regular seminars, workshops, and a monthly methodological seminar focusing on innovative teaching methods. As part of its faculty policy, BIA encourages faculty members to deepen their knowledge in various training or to improve their qualifications through doctoral studies. The Academy

provides financial support to doctoral students by covering the costs of their participation in scientific conferences and by supporting the inclusion of scientific papers in internationally recognized and cited publications.

To promote the enhancement of the qualification of the teaching staff, the BIA also holds elections in academic positions of the teaching staff, when the results of scientific research work, pedagogical and organizational achievements of the teaching staff are assessed in accordance with the requirements of regulatory enactments. The academic staff is elected for a term of six years. Elections provide a strong incentive for academic staff to maintain high performance. For the Academy's governance, this is an opportunity to assess, improve and renew the quality of teaching staff, opening up new perspectives for development.

The work of the teaching staff is assessed according to the level of knowledge and skills acquired by the students. Student surveys are used to find out students' opinion about the work of the teaching staff, the content and implementation of the study course.

**3.6. Provide information on the number of the teaching staff members involved in the implementation of the relevant study programmes of the study direction, as well as the analysis and assessment of the academic and research workload. Provide the assessment of the incoming and outgoing mobility of the teaching staff over the reporting period, the mobility dynamics, and the issues which the higher education institution/ college must tackle with regard to the mobility of the teaching staff.**

The academic staff involved in the implementation of the BIA study direction "Law Science" are qualified specialists who contribute to the achievement of the goals and tasks of the direction.

There is a positive dynamics in the number of masters involved in the study process. This is notably the case in recent years. For example, there was an opportunity to involve local lecturers, BIA graduates in the teaching process in the branches (Liepaja and Daugavpils).

There are also positive trends associated with an increase in associate professors and professors working in undergraduate and graduate programmes.

Taking into account the percentage distribution of the teaching staff, it is concluded that the teaching staff qualification complies with the Law on Higher Education Institutions, which states that "at least 50% of the persons elected in academic positions must have a doctoral degree". In the given case 50.0% of lecturers with doctoral degree are involved in the implementation of the BIA study direction "Law Science". Likewise, the requirement targeting the is fulfilled - 57.9% of lecturers are full-time employees at the BIA.

Taking into account that the study direction "Law Science" includes academic bachelor's and professional master's study programmes, lecturers with relevant education, qualification and practical experience, who are involved in the implementation of these programmes and have worked for many years in institutions and companies of different profile, have acquired recognition of their employers, and continue their education. Some of the lecturers employed in the study direction are simultaneously engaged in scientific research work, which ensures synergy between study and research work. The list of the teaching staff involved in the study direction "Law Science" is given with the respective study programme (see Excel table in appendix).

The academic staff involved in the implementation of the study direction is highly qualified and

competent and provides students with the necessary research skills, theoretical knowledge, skills and competences. The analysis of the academic and research workload of the BIA teaching staff takes place both in the planning of the study process, in the development of self-assessments of study directions and study programmes, and in the evaluation of the self-assessment questionnaire of the teaching staff. The BIA teaching staff salary determination procedure, the amount of the salary and the amount of workload are determined by the "Regulations on the organization of work remuneration and types of pedagogical workload in BIA" of 25.08.2016 approved by the BIA Senate. The salaries of the teaching staff are paid by the salary € / month or the hourly rate € / academic hour.

The salary of BIA teaching staff depends on the types of pedagogical load: classroom load (lectures, seminars, tutorials, semester and final tests) and extra-classroom load (participation in various events, conference organization and management; publications; writing of scientific, teaching and methodological materials, editing and reviewing). The duties to be included in the workload of the academic staff are specified in the Regulations. Volume (hours per year) depends on the academic position: professor 1000; associate professor 1000; assistant professor 1000, lecturer 1000, assistant 1000. Methodological and scientific work of BIA teaching staff (assistants, lecturers, assistant professors, associate professors, professors) up to 75 academic hours per academic year is included in the annual workload.

The hourly rate is calculated by dividing the monthly salary by the fixed amount corresponding to one month's salary rate expressed in hours worked per month.

Remuneration of BIA academic staff is in accordance with the Cabinet of Ministers Regulation No. 445 of 5 July 2016 Establishing the Rules of the Remuneration of Teachers. The amount of workload (hours per year) depends on the position (professor 900; assistant 1000) and corresponds to the Cabinet of Ministers Regulation No. 445 of 5 July 2016 Establishing the Rules of the Remuneration of Teachers as regards Workload Limits - 600-1000 Hours per Year (Sections 9 and 10 of Annex 3 to the Regulations)

The realization of study programmes in the direction "Law Science" takes place in Latvian and English. The foreign language skills of the teaching staff involved in the programme are evidenced by a higher education diploma and a qualification, as well as by the lecturers' self-assessment in the Europass Language Passport, whether the languages was acquired through formal or non-formal education, determining the level of proficiency in accordance with the Common European Framework of Reference for Languages and Annex 1, Section 3, Paragraph 4 of Cabinet Regulation No 407.

Foreign language certification is provided by the BSA Centre for Foreign Language Learning and ECL Certification, which is part of the European Consortium for Advanced Language Proficiency Certification (ECL ...). The Centre is certifying English, German, Spanish and Russian according regulation approved by the Senate on 09.06.2009 (Minutes of the Senate meeting No.83). Cabinet of Ministers Regulation No. 543 of 29.09.2015. lists international foreign language testing institutions, including ECL (English, German, Spanish and Russian). Each lecturer of the study direction "Law Science" has an opportunity to participate in international mobility by actively participating in international conferences, symposia, giving lectures at foreign universities.

Likewise, every faculty member working in the direction "Law Science" has the opportunity to promote their international organizational competence (by attending conferences, giving lectures) at foreign universities within the framework of the Erasmus international mobility programme.

Overall, Erasmus + academic staff mobility in the BIA is being pursued in the following directions:

- outgoing teaching and staff mobility between the EU Programme Countries, as well as between

the Programme Countries and the Partner Countries;

- Incoming teaching and staff mobility between EU Programme Countries and between Programme Countries and Partner Countries.

Erasmus + Mobility Programme:

- Provides quality education and helps prepare future Law Science professionals;
- Ensures fulfilment of highly qualified specialist training requirements by attracting academic staff from partner HEIs and staff from industry across borders;
- Encourages the exchange of knowledge and experience in pedagogical methods.

The difficulties faced by the BIA in the mobility of the teaching staff are due to the high workload of the teaching staff, which does not always allow for the possibility to leave the study period, as well as due to subjective reasons (state of health, poor foreign language skills, family situation).

All in all, it can be concluded that during the reporting period, the teaching staff of the BIA study direction "Law Science" actively participated in mobility visits to foreign partner universities, which will also be encouraged in the coming years.

### **3.7. Assessment of the support available for the students, including the support provided during the study process, as well as career and psychological support by specifying the support to be provided to specific student groups (for instance, students from abroad, part-time students, distance-learning students, students with special needs, etc.).**

Every BIA student is a personality whose development and growth are taken care of by all Academy staff, including the faculty, general staff, administration, and BIA management. The staff of the Academy takes into consideration the individual traits, qualities, skills and abilities of the students in their daily work, as well as they take care of the diverse development of students, promote their personal development and tolerance. The BIA student support system is being developed in several directions.

The BIA starts working with applicants prior to commencement of programme selection, organizing Open Days at the Academy or providing various types of individual counselling to applicants.

A lot of attention from BIA administration and teaching staff is paid to students with various study and communication problems, for at the BIA students with different levels of knowledge from different regions of Latvia as well as from abroad, different nationalities and knowledge of the Latvian language enter and study.

For first-year students, the BIA study process begins in September with the Freshman Week, which includes meetings with the BIA and programme administration, testing in Latvian, foreign languages, and informatics in order to clarify the level of students' knowledge and then to offer studies in a variety of groups, introduction of the BIA library resources, cultural centres, etc. The head of study direction and directors of programmes consider the formation of a common understanding of students about career development issues as one of the most important tasks, and therefore, during the Freshman Week, new students are introduced to the opportunities and

topicalities of their chosen profession and career. First year students are expected to communicate with the BIA Admissions staff on all matters related to the commencement of the study process at the Academy. The lecturers work individually with the students and, as far as possible, give advice and help them in the study process. The teaching staff, if necessary, offers individual consultations, homework assignments, use of additional literature and teaching materials. The BIA has developed a set of measures that include a student-centred, individualised approach to addressing a student's knowledge deficits and providing individual support to reduce those deficits. The BIA provides tuition based on individual schedules to encourage student participation in the Academy's research work.

The BIA employs the Study Information Centre, which aims at providing counselling to students on all matters related to the organisation of the study process, communication with the administration and formation of the teaching staff.

A career guidance system is one of the tools that can help individuals develop their skills by supporting the transition from one level of education to the next, starting a career, helping make mature decisions about their employment, and addressing social inclusion. In order to achieve the set goals, a systematic approach to the implementation of services according to the needs of the target group is adopted, and availability and adequate quality of services are ensured. The Academy first identifies the range of services to be provided to students and other target groups. Most service providers prioritise the organisation of different types of practices and assistance with practice placements. These activities are implemented through the integration of student support, coordinated by the study direction and programme directors. The availability of information depends solely on the activity and interest of the graduates in providing information through the Internet surveys organised by the Academy.

An important part is cooperation with employers, as a result of which various activities are organised where students can attend employers' lectures, prove their knowledge and skills, for example, by preparing papers and reports for the BIA annual students' applied research conferences.

The BIA always strives not only to provide good educational opportunities for students, but also to meet social needs and give psychological support, to support students in various life situations, especially in problem situations. The programme directors who can be addressed to solve current issues, are the primary student support.

The BIA has a student self-government, which is made up of group activists. They are led by the president of the Student President. The Student Council decides and assists in organising student activities, makes proposals for improvement of study work and environment, assists in implementation of various activities, performs other activities related to the BIA work and environment improvement or carries out various activities in the Academy. Extra-curricular activities are organized on a regular basis, strengthening the students' sense of nationhood, promoting civic participation and initiative, loyalty and patriotism.

Each study group has a senior member of the group, a student nominated by other students who facilitate communication with the teaching staff, study programme director and BIA administration throughout the continuous study process.

In cooperation with the BIA Student Council, visiting students are also involved in BIA student extracurricular activities (e.g. Erasmus + Member High School Presentation Dinners, Excursions, Christmas and other events organized by the Student Council).

## II - Description of the Study Direction (4. Scientific Research and Artistic Creation)

**4.1. Description and assessment of the directions of scientific research and/or artistic creation in the study direction, their compliance with the aims of the higher education institution/ college and the study direction, and the development level of scientific research and artistic creation (provide a separate description of the role of the doctoral study programmes, if applicable).**

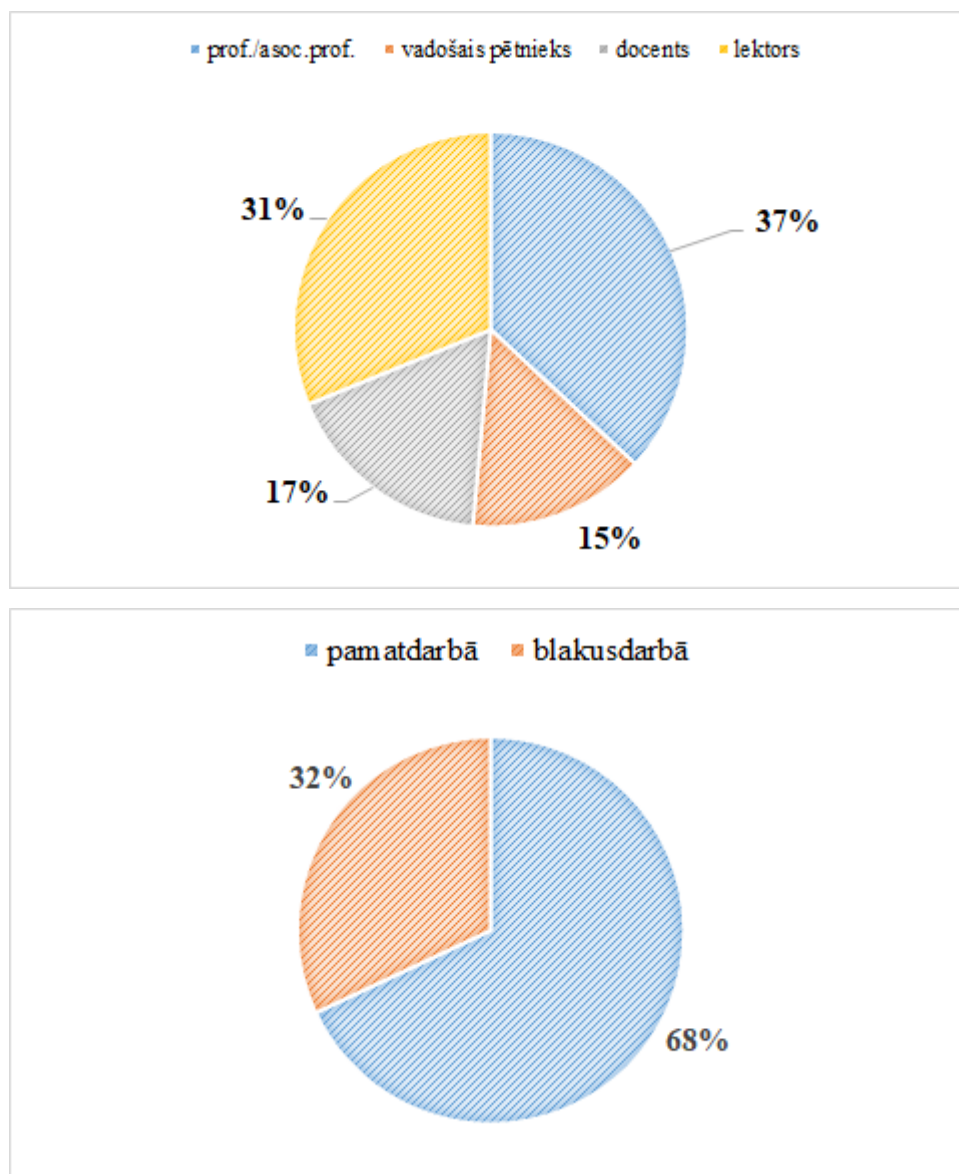
Scientific activity is an integral part of the BIA operations, in which academic staff and students are participating. The research activities of the academic staff are one of the main directions of the BIA operations. In order to ensure a successful research process, the Scientific Research Council, and the Council of Doctorate are operating in the BIA.

The research process in the BIA is coordinated by the pro-rector of sciences, who is in charge of the BIA Council of Science and is responsible for the academy's scientific research work strategy, implementation of the objectives set and the quality of the results achieved. The scientific activities of the BIA are:

- to provide science, research and innovations according to the research directions defined in the strategy of the operations and development of the BIA;
- to develop the scientific research capacity;
- to increase the number of employees in science by restoring and developing human resources of sciences, technology and innovation, promoting international excellence and quality;
- to maintain and improve the scientific infrastructure. Research work ethics are defined as key principles for the scientific activities of the BIA;
- the indivisibility of the pedagogical and research work;
- knowledge transfer;
- co-operation, interdisciplinary, integrity.

amats	skaitis	%
prof./asoc.prof.	17	37,78
vadošais pētnieks	7	14,9
docents	8	17,78
lektors	15	31,91

A total of 45, teaching staff was involved in the implementation of the study course who have an academic seat for election to an office in the BIA and includes 17 professors and associate professors, 7 senior researchers, 8 docents and 15 lecturer.



As a total of 45, teaching staff is involved in the implementation of the study process, this means that (30; 68%) of the teaching staff is elected by the BIA, which shows a high academic capacity of the BIA's academic staff.

#### 4.2. The relation between scientific research and/or artistic creation and the study process, including the description and assessment of the use of the outcomes in the study process.

During the report period, for the science research connection with the study process, the following general objectives and detailed objectives were identified for the BIA science council:

##### General **objectives**:

- to coordinate scientific research work in the BIA and its integration into the study process and acquisition of programmes (resp. the BIA's science pro-rector, the directors of study courses and study programmes);
- to develop and coordinate the research activities of students of the BIA (resp. study course and study programme directors).



### Detailed **objectives:**

- to participate regularly in the approval of the topics or supervisors of the Master and Bachelor theses of the Master and Bachelor study programmes.
- to participate in the evaluation of the development process of the final theses, in the pre-defence of the Bachelor and Master theses, in the recommendation of the final theses for defence and their reviewing. (study programme directors, assistant professors).
- to participate in the development of the BIA's research directions and academy's progress strategy.
- to participate in the organisation and provision of the process of the BIA student scientific conference, to participate as experts in the conference. (study programme directors, faculty assistant professors).
- to clarify the standpoints of both internal and external stakeholders on the operations of the BIA KM, by carrying out surveys (oral or written) (analytical part of the BIA).

The research work performed by the academic staff is used in the preparation of the study course programmes and in the training of the students and has a direct impact on the study work. The research work of the academic staff leaves a direct and positive impact on the study work. The participation in conferences and project development gives an opportunity to provide an insight into the newest research directions, current scientific and practical work problems and their solution in the study work. The improvement of the study course content is also related directly to the research work and scientific activities of the lecturer. Students are involved actively in a variety of research activities, acquiring the abilities, skills and competences necessary for the performance of the research work. Students of all levels participate actively with their reports in both Latvian and international conferences. For Master and Doctoral students, the participation in the conferences is a compulsory condition.

In each study programme students are offered current research directions from which students can draw inspiration for their own researches. In co-operation with employers, students have an opportunity to research and develop studies important and useful for the field. The model topics for the final theses are developed by the assistant professors of the corresponding study programme and till 1 December these topics are confirmed by the faculty board. The model topics confirmed are released on the BIA website. Study programme directors review and confirm or ask to specify each application for the topic of the final thesis.

Teachers are actively published in scientific publications within the framework of two research areas approved by the Senate of the Baltic International Academy (Transformation of the economic policies, Economic, Finance, Accounting and Management, The research of the implementation of the business). Their scientific publications contribute to the improvement of the content of the read disciplines. Here are two short lists of scientific publications of teachers, which are related both to the areas of scientific work of the Academy and to the content of the disciplines read.

### *Annex*

#### **Directions of scientific work and scientific publications of the academic staff of the Baltic International Academy**

*(the table shows the author, the year of publication, the title of the publication; the source where the work was published is indicated in the CV of the teacher and Self-assessment of the program)*

### **4.3. Description and assessment of the international cooperation in the field of scientific**

**research and/or artistic creation by specifying any joint projects, researches, etc. Specify those study programmes, which benefit from this cooperation. Specify the future plans for the development of international cooperation in the field of scientific research and/or artistic creation.**

Course assistant professors participate regularly in a variety of international projects. Being aware of the importance of the practice obtained during such projects, assistant professors involve academy students from different programmes in the implementation of the projects. The BIA has implemented successfully the EU fund projects that have developed the experience of fund acquisition, as well as the abilities to advise trainees and provide information to the general public.

### **International Research and Development Agreement Works**

<b>Programme</b>	<b>Year</b>	<b>Project Identification or Contact Number</b>	<b>Applicant/Beneficiary Name</b>
Erasmus	2012-2013	Charter 2007-2013: 227161-IC-1-2009-1-LV-ERASMUS-EUCX-1 Agreement 2013-1-LV1-ERA02-05466	Baltic International Academy
ERASMUS	2013-2014	Programme agr.No. 2013-1LVL-ERA02-05466 - Students and teaching staff mobility, Organisation of Mobility - <b>State Education Development Agency</b>	Baltic International Academy
Malopolska Regional Operational Programme European Regional Development Fund	2013-2015	Title: "Business In Małopolska - Partnership Network" European Regional Development Fund. In framework of activity 8.2: Building of the Malopolska position in European Networks: MRPO.08.02.00-12-093/13	Malopolska Agency of Regional Development, Poland, Krakow
Erasmus+	2014-2015	Learning mobility. Charter 2014: 227161-EPP-1-2014-1-LV-EPPKA3-ECHE Programme agr.No. 2014-1-LV01-KA103-000040 -students and teaching staff mobility, Organisation of Mobility - <b>State Education Development Agency</b>	Baltic International Academy
Erasmus +	2014-2015	Learning mobility. Charter 2014: 227161-EPP-1-2014-1-LV-EPPKA3-ECHE Agreement 2014-1-LV01-KA103-000042 - Students and teaching staff mobility, Organisation of Mobility - <b>State Education Development Agency</b>	Baltic Psychology and Management University – Baltic International Academy
Katowice School of Economics	2015	Problematic Usage of the new Digital Technologies by Students	Baltic Psychology and Management University – Baltic International Academy
Erasmus +	2015-2016	Programme agr.No. 2015-1-LV01-KA103-013175-LV - Students and teaching staff mobility, Organisation of Mobility - <b>State Education Development Agency</b>	Baltic International Academy

Erasmus +	2015-2016	Programme agr.No. STA-OUT-13- Staff Mobility for teaching between programme and partner countries Eastern Partnership programme	Baltic International Academy
Erasmus +	2015-2017	Programme agr.No. 2015-1-LV01-KA107-013261- Students and teaching staff mobility, Organisation of Mobility - <b>State Education Development Agency</b>	Baltic International Academy
Erasmus +	2015-2018	Programme agr.No. 2015-1-LV01-KA107-013261- Higher Education - International Capacity Building Project Nr.561832-EPP-1-2015-1-LV-EPPKA2-CBHE-SP (2015-3285/001-001) - European Dimension in Qualifications for the Tourist Sector - The Education, Audio-visual and Culture Executive Agency, European Commission	Baltic International Academy
Erasmus +	2019-2022	<b>Enhancing Green Economy in 3 countries of Asia“ (EGEA)</b> Project number:598470-EPP-1-2018-1-DE-EPPK2-CBHE-JP	Baltic International Academy

A more detailed description on international, artistic and research activities can be found in section K6.

For 8 years, the academy has been organising the annual international scientific and practical conference for young researchers “The time of challenges and opportunities: problem solutions, prospects” one of whose tasks include bringing students towards scientific activities. The co-organisers of the conference are Sting Academy (Czech Republic), Šiauliai State College (Lithuania), SHEI “Banking University” (Ukraine), **International University «MITSO»** (Belarus), St Petersburg State University of Economics (Russia), Riga college of Accounting and Finance (Latvia), as well as students from other universities of Latvia and other countries are taking part in the conference. Usually conferences are organised in May, i.e. at the end of the study year, therefore it is possible to present the researches developed throughout the whole study year.

The annual international, scientific and practical conference “The transformation process in law, regional economics and economic policies: the current problems of economically-political and legal relations” has been organised for the eighth year now. The co-organisers of the conference are the University of Daugavpils, Riga Stradins University and Siedlce University of Natural Sciences and Humanities (Poland).

The international student scientific and practical conference "Student internship – a path towards professionalism" takes place for the fourth year now. In their presentations students analyse the internship results, including foreign internships, share their experiences and tell about the results. Conference lecturers and representatives of the active business always take part in this conference. Each year, in the framework of this conference, in order to solve problems related to the training of competitive professionals, a work session takes place (strategic planning sessions), in which entrepreneurs, representatives of governmental authorities, lecturers and students take part.

In co-operation with the scientific council and the BIA Doctoral studies in the framework of the direction „The economic development of the Baltic sea region”, assistant professors and Master students take part in the scientific conferences. The co-operation agreement of the scientific research programme „The economic development of the Baltic Sea region” has been concluded with the Siedlce University of Natural Sciences and Humanities, Siedlce (Poland).

In the framework of the programme co-operation ERASMUS: the academic staff of the study course completes an internship in foreign universities and other institutions, in order to acquire an

objective understanding of the opportunities of the exchange trips and studies, the exchange opportunities for assistant professors, as well as new co-operation forms and signing new co-operation agreements.

Due to the new planning period (2021-2027), all Erasmus bilateral agreements will be fully renewed in 2021, when the new Erasmus+ program (2021-2027) enters into force on a dedicated Erasmus+ Dashboard platform.

All Erasmus+ bilateral agreements signed so far are listed in the list of Erasmus+ partners and are available on the BIA website (<https://bsa.edu.lv/erasmus/>). Every year, BIA holds special events to attract students to participate in ERASMUS+ programs: once a year (September) a meeting is organized with all BIA first-year students, where the Erasmus coordinator explains all the possibilities of Erasmus+.

All the necessary information about the Erasmus+ program is posted on the BIA website (<https://bsa.edu.lv/erasmus/>). Meetings are systematically organised for academic staff, where the Erasmus Coordinator explains to them about the possibilities of participating in Erasmus+ mobility.

**4.4. Specify the way how the higher education institution/ college promotes the involvement of the teaching staff in scientific research and/or artistic creation. Provide the description and assessment of the activities carried out by the academic staff in the field of scientific research and/or artistic creation relevant to the study direction by providing examples and the summary of the quantitative data on the activities in the field of scientific research and/or artistic creation relevant to the study direction over the reporting period, for instance, the publications, participation in conferences, activities in the field of artistic creation, participation in projects by the academic staff members, etc., by listing the aforementioned according to the relevance.**

The staff involved in the implementation of the BIA study direction "Law Science" ensures sufficient scientific capacity for the performance of the scientific activities in the law science, the assistant professors involved in the course have written books and published the results of the researches in a variety of journals and scientific publications. Each year, the academy organises international scientific research conferences, in which the academic staff is actively participating.

The full list of the BIA conferences planned can be viewed on the BIA website in the section "Conferences" <https://bsa.edu.lv/konferencu-un-seminaru-plans-2019-2020-m-g/>.

The academic staff of the BIA publishes the research results in the scientific publications and journals of Latvian and foreign universities, that are included in WEB OF SCIENCE, SCOPUS, EBSCO and other data bases

**4.5. Specify how the involvement of the students in scientific research and/or artistic creation activities is promoted. Provide the assessment and description of the involvement of the students of all-level study programmes in the relevant study direction in scientific research and/or artistic creation activities by giving examples of the opportunities offered to and used by the students.**

The study research work is being planned in terms of content and organisationally in accordance with the requirements of the study programme and targeted in a way that future professionals would gradually acquire the necessary knowledge and abilities. The development and defence of study paper and diploma thesis is foreseen in Bachelor study programmes, for Master students – the development of research projects and Master thesis and defence of the thesis.

The student research activities are related to the implementation of different projects both within and outside the activities of the BIA. Researches or creative projects are implemented during the period of different study courses that contribute to strengthening students' competitiveness. Students without assistance must perform micro-research in relation with the problem acquired during the course developing both empirical and theoretical work skills. When collecting, summarising and analysing all of the information to be learned on a specific matter, students develop experience of empirical work, while interpreting the material according to the theoretical findings of the subject specialists and drawing up their conclusions in the report, statement, students develop their scientific work skills with the help of writing.

The research works performed by students in the framework of the studies correspond with the objectives of the study course. The final (Bachelor, Master) thesis of the course „Law Science” is an independently developed and implemented project with the practical implementation part in the specialisation chosen by the student. The project is independently implemented, carried out and presented. In order to successfully qualify, it is necessary to acquire competences in their own professional and research work, to be able to justify and carry out the creative intention, to comprehend and to be able to apply variously the knowledge, abilities and competences related to the future profession. Throughout the entire study process these competences are integrally formed and promoted by starting with small, creative tasks, later – with practical projects and scientifically grounded researches. Students acquire the basic knowledge on research during the study course.

The writing of diploma and graduation papers (bachelor's and master's papers) is considered to be the most significant contribution to the improvement of students' research and creative activities. Elaboration and defence of the final thesis is a proof of the student's professional competence in order to obtain an appropriate qualification. Participates in scientific conferences, as participation in conferences and publications of scientific articles is part of the practical training that is included in the master's study programs.

The participation of doctoral students is also reflected in the realization of pedagogical practice, during which classes are conducted in the 2nd level higher education program. To provide doctoral students with internships, there is a dialogue between the Level 2 program director and the PhD research supervisor on lectures, conducting seminars, and reviewing Level 2 graduate students.

Involvement of students in scientific research has improved comparatively to the previous reporting period and more students are getting involved, but despite this increase, most students are not motivated to participate in scientific research. Students are given the opportunity to develop scientific papers, competent supervisors and partially sufficient equipment are also provided.

**4.6. Provide a brief description and assessment of the forms of innovation (for instance, product, process, marketing, and organisational innovation) generally used in the study direction subject to the assessment, by giving the respective examples and assessing their impact on the study process.**

BIA has developed and implemented the Academy's e-learning platform and Big Blu Button platform, which has enabled the quality of the curriculum to be improved, providing students with a better opportunity to develop competencies and skills. Work continued on improving the BIA database by implementing the NEXUS program, which enabled the integration of an e-solution platform with the curriculum content, staff and student case management, financial resources and document flow processes. By improving the organizational structure of the BIA and providing support to the students during the study process, a Study Information Centre was established, where students and academic staff can receive any informative support. BIA continues to optimize its management by organizing the Quality Management Department in order to improve the quality of studies and to provide the Latvian economy with a competitive workforce as close the current labour market demands as possible.

The BIA-created Neurocognitive Implicit Laboratory provides an opportunity to engage students and faculty members in various programs (psychologists, lawyers, economists, marketers, entrepreneurs), as well as prospective and current research areas. The opportunities for the Academy to cooperate with Latvian and European researchers and to participate in joint international, scientific and research programs will increase significantly. There is a real opportunity to conduct fundamental research on the cognitive mechanisms of implicit social cognition, as well as contemporary applied research focused on the study of implicit attitudes in various professional fields.

The aim of the laboratory is to provide a scientific-technical basis for carrying out scientific research for students of master's, bachelor and doctoral study programs.

The laboratory performs the following functions:

1. Scientific-methodological and equipment provision for the development of practical work, bachelor and master papers;
2. Scientific-methodological and equipment provision for teachers engaged in scientific-research work in implicit social cognition.
3. Conducting business research (in the field of the market) on behalf of companies and organizations (transport, communications, industry, trade, advertising, marketing, etc.);
4. Development and improvement of the content of Master study courses.

In order to perform the above functions, the laboratory is equipped with computer hardware and software allowing to conduct group lectures; practical activities psychology and provides the ability to carry out all four above-mentioned lab functions.

Laboratory equipment:

The laboratory is equipped with hardware and software that incorporates the NVX-52 (EEG NVX-52) electroencephalograph (48 channels) and the E-Prime 2 hardware methodology, which serves as a base for implicit measurements. For many years work has been carried out using the hardware methodology E-Prime-2 in combination with EEG, which provides a qualitatively new level for scientific research.

1. NVX-52 encephalograph equipment with 48 channels for EEG recording. The NVX-52 encephalograph has a high sampling frequency (2000 Hz, ADC - 24 bit) required for high-frequency oscillation recordings, while 48 channel accuracy allows the use of a modern mathematical apparatus to calculate the called potentials and determine the structures responsible for wave generation (brain structures).
2. Two computers, one of which is used to detect external audio and visual stimuli; the other computer is used to record the EEG signal during the experiment. Both computers are equipped with ports (serial COM and parallel LPT) for conjugation of the stimulus-trigger

signal during EEG recording.

3. E-PRIME program and PSYCHOTOOLBOX open source software working in MATLAB environment are used for stimulus material generation;
4. A powerful workstation with two monitors and open source programs EEGLAB and BRAINSTORM, which work in MATLAB environment, are used to compute the data obtained during the experiment. Using the given programs it is possible to calculate EEG signal spectral power on different EEG waves; calculate parameters of excited potentials, as well as visualize current processes in the cortex.

Electroencephalography is one of the most widely used methods to study the electrical activity of the human brain. This method is especially used in medicine and neurocognitive research. In addition, electroencephalography is successfully applied in the field of applied research, such as engineering psychology, occupational psychology, ergonomics, as well as other fields of psychology.

Electroencephalography is increasingly being used not only in medicine, but also in neurocognitive science, which includes modern psychology and its emerging fields of science, such as neurocognitive economics and management. In this area, special attention is paid to neuro-marketing research.

## **II - Description of the Study Direction (5. Cooperation and Internationalisation)**

**5.1. Provide the assessment as to how the cooperation with different institutions from Latvia and abroad (higher education institutions/ colleges, employers, employers' organisations, municipalities, non-governmental organisations, scientific institutes, etc.) within the study direction contributes to the achievement of the aims and learning outcomes of the study direction. Specify the criteria by which the cooperation partners suitable for the study direction and the relevant study programmes are selected and how the cooperation is organised by describing the cooperation with employers. In addition, specify the mechanism for the attraction of the employers.**

Most of the programs implemented by BIA are professional higher education study programs, so regular cooperation at various levels with employers is of particular importance.

Cooperation with employers and professional organizations developed in the following directions:

- Participation in the development of study fields and study programs - inviting professionals to work in the faculty, field or program council;
- Participation in the implementation of study programs as guest lecturers teaching one or more study courses or a part thereof;
- Participation in science, research and creative activities;
- Provision and management of internships;
- Organization of guest lectures and creative workshops;
- Developing, discussing and approving the topics for term papers and final papers;
- Supervising and reviewing of final papers;
- Participation in defence committees for final papers and internships overviews.

The BIA conducts employer surveys, which provide information on the professional activities of BIA graduates. Employers can evaluate the study program on the basis of its result - analysis of the quality of work of graduates and specialists. Therefore, employers were asked to assess the qualifications, knowledge, skills and abilities of graduate trainees as well as graduates working in the relevant organizations and institutions, as well as to predict the qualifications needed by the organization in the near and distant future. The range of questions the employers are asked cover the following topics:

1. The volume and quality of the theoretical knowledge of the graduates of the study program "Law Science" and their compliance with the requirements of the organization and institution, their necessity in practical work;
2. Correspondence of practical skills and abilities of graduates of the study program "Law Science" to the requirements of employers.

Summarizing the opinion of employers, the following can be concluded:

1) The volume and quality of the theoretical knowledge of the graduates of the program "Law Science" are fully satisfactory to the employers. Employers note that students/graduates have a "good theoretical basis" for starting practical work, and students/graduates are able and able to apply theoretical knowledge in practice.

2) Practical skills and competencies of graduates of the program "Law Science" correspond to the requirements of employers. Student practices are mentioned as a positive aspect. Employers note that students get to know organizations during internships, and employers often consider the most successful students, who could also be recruited in the future. This is often the case, and after internships, many students retain the opportunity to collaborate, stay in touch with employers, and enter work after graduation. Employers, when assessing students' skills and abilities, point to the need to develop and improve students' communicative skills and competences, such as teamwork, creativity and initiative.

Employers believe that the demand for management specialists will not decrease in the near future. In addition, many professionals working in government institutions and organizations, as well as in businesses, who require additional specialty or qualifications are required to pursue higher professional law science education. This is also indicated by the large number of part-time students in the study direction of Law Science.

Employers positively evaluate study programs in the field law science and forecast that in the perspective of developing and improving study programs paying more attention to student practices, knowledge of foreign languages, computer programs and practical application of theoretical knowledge, law science graduates have every opportunity to become actively involved in the labour market.

The Baltic International Academy is open for cooperation and is represented by:

- **Board of Rectors** (all higher education institutions accredited in Latvia participate),
- **Association of Private Universities** (all higher education institutions founded by legal entities),
- **Association of Colleges** (higher education institutions founded by state and legal entities),

and the BIA maintains partnerships with associations, unions and confederations.

The doctoral program has a wide range of cooperation with various academic, professional, scientific, etc. institutions in Latvia and abroad, as well as seeking for new cooperation partners and developing new forms of cooperation is performed. This co-operation takes place at the following levels: co-operation of the academic staff of the program with colleagues from Latvian and foreign



educational institutions takes the form of joint international scientific and practical conferences, regular training in lectures at other higher education institutions and joint doctoral seminars. The program cooperates with many higher education institutions in Latvia: University of Latvia, Daugavpils University, Riga Stradins University, Transport and Telecommunication Institute, College of Accounting and Finance, Latvian College of Business, University of Information Systems Management, etc. There are also close contacts with a number of Polish universities, as well as with colleagues from Moscow State and St. Petersburg State Universities in Russia, Chinese Culture University, etc.

International cooperation should be one of the key elements of the institutional strategy. The international cooperation activities of the BIA mainly focus on the EU, the Baltic Sea region and Eastern Europe.

BIA promotes:

- Mobility of students and teaching staff with the aim of improving the quality of studies and improving the qualifications of staff;
- Participation in international academic and professional organizations (including associations);
- Attracting foreign students by increasing the proportion of courses taught in foreign languages;
- Active participation in international scientific and educational exhibitions, conferences, seminars, refresher courses, and other activities;
- designing and implementing summer school and International Week programs with international study courses;
- development of transnational higher education study programs;
- participation in international education and research programs and projects.
- BIA seeks to expand teaching and student exchanges and develop exchanges between BIA and foreign higher education institutions (through EU programs and bilateral agreements).

The main goal of BIA in internationalization is to increase the international competitiveness of the Academy by promoting international mobility of students and lecturers, strengthening international cooperation and ensuring its sustainability, attracting foreign lecturers and supporting the integration of foreign students in higher education. By doing so BIA will become internationally recognized and get a high-quality international education environment.

Cooperation is based on mutually agreed cooperation agreements, as well as on long-term collegial and friendly relations. BIA has been actively developing cooperation with foreign higher education institutions for the last 6 years. Its cooperation with foreign and EU higher education institutions under the ERASMUS program allows not only the implementation of the student exchange program, but also the exchange of lecturers. Lectures, open seminars, international conferences have strengthened the place of BIA in the European Higher Education Area. The university has successfully entered the Erasmus program, which is certified by more than 100 cooperation agreements. The collaboration is used by students, academic staff and the administration of the university. Every year the university will expand international cooperation. There has already developed a recognized tradition regarding this. Extensive co-operation with existing co-operation partners is carried out, as well as new co-operation partners are sought and new forms of co-operation are created. Within the framework of international cooperation, the university is regularly visited by delegations of related foreign universities and other institutions, who share their work experience and are interested in getting acquainted with the work of the university. Discussions provide insights that allow the University to improve its work.

BIA international cooperation forms include staff and student exchanges within mobility programs

and projects, international projects, international scientific conferences and seminars, international academic weeks, membership in international associations.

In the next strategic period BIA will continue to develop international cooperation in the following directions: attracting foreign lecturers to lecture study courses and conduct scientific research, implementation of international projects, establishment of joint study programs, organization of summer schools.

**5.2. Specify the system or mechanisms, which are used to attract the students and the teaching staff from abroad and provide a description of the dynamics of the number of the attracted students and the teaching staff.**

The admission of international applicants to the Baltic International Academy is conducted based on the Baltic International Academy "Admission rules and procedures for matriculation in academic year 2020/2021" adopted by the Senate of the Baltic International Academy on 8<sup>th</sup> October 2020 and approved by the Council of Higher Education 19<sup>th</sup> April 2021.

The Baltic International Academy's admission rules were adopted on the basis of the Law on Institutions of Higher Education, Regulations of the Cabinet of Ministers No. 846 from 10<sup>th</sup> October 2006 "Regulations Regarding the Requirements, Criteria and Procedures for Admission to Study Programmes", Regulations of the Cabinet of Ministers No. 932 from 16<sup>th</sup> November 2004 "Regulations of Admission at a Later Study Stage", Regulations of the Cabinet of Ministers No. 505 from 17<sup>th</sup> August 2018 "Regulations of Assessment of Prior Learning and Work Experience", BIA Constitution and Statutes.

The admission of international students to the study direction «Law science» is limited in comparison with other study directions, due to the specific, regulation of a lawyer's profession and, as a result, of the study direction "Law science", as well as due to the legislative requirements in regard to the languages of instruction from 1st May 2021 (Chapter VI, Section 56, paragraphs 3-7 of the "Law on Higher Education Institutions") and the necessity to take the qualification examination by the students of the professional master's study programmes "Law science" in the Latvian Universities and HEIs (Regulations of the Cabinet of Ministers No. 46 "Procedures for the Professional Qualification Examiner of the Unified State Advocates" from 15th January 2019).

Attracting international students to the year 1 semester 1 full-time studies (until Summer 2018) and later stages of studies of the main study programmes is conducted:

- by participation of the representatives of the International Department of the Baltic

International Academy in international and national higher education exhibitions often accompanied by visits and presentations at schools, partner HEIs, as well as at the exhibitions themselves;

- through official recruitment agencies and individual agents with which the Academy has concluded agency agreements;
- creation and development of inter-university, various types of short-term and non-degree programmes in cooperation with partner HEIs;
- by attracting senior pupils of foreign high schools with the English language levels A2 and B1 to preparatory language programmes (the programmes were announced before the pandemic, that is why their implementation was postponed during the pandemic due to restrictions in travelling and big online workload of pupils in their learning in high schools abroad);
- by attracting senior pupils from foreign high schools to an advanced preparatory programme, which include preparation in a range of general study courses, in addition to language training, with the possibility to take exams (the programme was announced before the pandemic, that is why its implementation was postponed during the pandemic due to restrictions in travelling and big online workload of pupils in their learning in high schools abroad);
- by promoting and advertising the Academy in the Internet, social networks, as well as in printed sources, on the radio and television abroad;
- through organisation of internship by individually developed and approved programmes for the students of the collaborative HEIs and organisations.

Besides attracting international students to year 1 semester 1 (until Summer 2018) and later stages of studies in the main study programmes, the study direction "Law science" implements the admission of international students within the programme of interinstitutional exchange and students' exchange under the ERASMUS+ mobility programme. The duration of such programmes is from a semester to an academic year, taking into account the regulation of the study direction "Law science" and legal restrictions.

The interinstitutional exchange programmes are implemented with partner HEIs, which have signed the MoU and/or the agreement on students' exchange with the Academy and can be implemented in two forms, depending on the conditions of the agreement:

1. Students study at the Academy for a semester or an academic year without paying their tuition fee, but covering all other expenses related to their stay in Latvia and the Academy (accommodation, food, entertainment, etc.), in case they're completed the selection of a partner HEI and nominated for participation in the programme;
2. Students study at the Academy for a semester or an academic year paying their tuition fee and covering all other expenses related to their stay in Latvia and the Academy (accommodation, food, entertainment, etc.), in case they're completed the selection of a partner HEI and nominated for participation in the

The admission of foreign students under the ERASMUS+ mobility programme is carried out based on and in accordance with signed bilateral agreements.

International students studying in foreign HEIs with which the Academy does not have an inter-university agreement on exchange or a bilateral agreement in the framework of the Erasmus + mobility programme may participate in exchange programmes as free-movers by submitting independently an application for studies at the Academy during a semester or an academic year and all necessary documents, as well as confirming the list of study courses for an appropriate study period.

Information about such inter-university programmes and individual exchange is available on the Academy's website by link:

<https://bsa.edu.lv/en/category/exchange-under-cooperation-and-bilateral-agreements/>

Information about the opportunities and conditions of participation in ERASMUS+ programme is available by link: <https://bsa.edu.lv/en/erasmus/>

The study direction "Law science" also concludes agreements on the implementation of inter-university programmes, which allow transferring study courses and credit points of partner HEIs, mastering the difference in study programmes in the Academy and defending the diploma in two HEIs: the Academy and Home HEI. Such programmes facilitate the promotion of the Academy and its image in the international students' environment.

Furthermore, the study direction "Law science" develops and implements internship for master's degree and PhD students, which provide foreign students with the possibility to learn the desired set of study courses or module, to familiarize themselves with the work of Latvian legal offices, law firms and the State structures related to legislation and law.

The Academy is planning to extend the range of mechanisms for promoting the study programmes of the study direction "Law science" and attracting foreign students to this study direction after the completion of the accreditation process and the authorization of the programmes with English language of instruction by:

- extending advertising campaigns;
- developing joint and short-term programmes with English language of instruction in collaboration with foreign partner HEIs and organizations from legal sphere;
- promoting the study direction "Law science" through the State Education Development Agency, by enabling foreign students, who wish to study in the study direction "Law" apply for the Latvian State scholarship for studies and other foreign funds, as it do students of some other Academy's study directions.

Attracting of foreign lecturers to the study direction "Law science" is conducted in a number of directions:

1. exchanges of lecturers within the framework of bilateral cooperation agreements and ERASMUS + agreements with a view to organizing guest lectures and exchanges of experience in the teaching of legal disciplines;
2. development of refresher training programmes for lecturers of the legal studies of partner HEIs and law firms;
3. Attracting partner HEIs' academic and administrative staff to participate in scientific conferences and other scientific activities organized by the Academy's study direction "Law science" with a view to exchanging the most recent developments in the field of law, extending the idea of the development of different national legislative systems, discussing the most pressing issues in the field of law, developing and establishing contacts with foreign colleagues and HEIs. Open lectures and meetings with the administrative staff of the Academy and study directions usually accompany scientific activities;
4. development and implementation of in-person International Weeks for collaborative HEIs' academic and administrative staff since the academic year 2013/2014;

Foreign students, who entered PhD study programme for later stages of studies, shall acquire the programme in the language of its implementation in accordance with the Chapter VI, Section 56,

and paragraphs 3-7 of the Law on Higher Education Institutions and the accreditation documentation of the study direction "Law science"

Foreign students study in separate groups in accordance with the individual schedule, which includes a list of study subjects that were approved for students before they arrived at the programme.

Foreign students, who undergo training in short-term programmes shall do so in a language determined by drawing up and coordinating the programme.

**5.3. In the event that the study programme entails a traineeship, provide a description of the traineeship options offered to the students, as well as the provision, and work organisation. Specify whether the higher education institution/ college provides assistance in finding traineeships.**

Purposefully organized process of practical application of theoretical knowledge, which is carried out at the student's workplace or other internship place, setting certain tasks related to the student's professional development aimed at strengthening and supplementing the competences related to professional and personality development, and research work acquired during the studies. BIA students' internships are organized in accordance with the "Regulations on Internships at the Baltic International Academy" (<https://bsa.edu.lv/en/documents/>)

An important part of the study program is student internships, which aim to strengthen and supplement the competences acquired during the studies, related to professional development, research activities and personality development. During the study process of the study program, different types of practice are planned in accordance with the study program practice guidelines.

In cooperation with internship managers (employers), the content of internships is regularly updated in accordance with the requirements of the labour market.

The place for internship is chosen by the student independently, in most cases it is the institution or company where the student works. If the student has difficulties in choosing an internship place, BIA offers internship opportunities within the framework of the signed internship agreements. The study programs of the study field have a purpose-oriented organization and management of practice, which includes clearly defined practice tasks, with the aim to improve students' competences in work with document analysis, as well as to promote students' skills in business project development and implementation. During the semesters where internships are planned, the students receive the internship documents (contracts, internship programs) in due time, and the internship supervisors introduce the internship process and the requirements for the preparation of internship report. The students acquire the necessary skills and theoretical knowledge for the development of the final paper and defence in practical classes devoted to the methodology of development of the final paper, but the data for the final paper is obtained during the internship. Certain research skills are also developed in the study practice, the obtained results are reflected in the internship reports, analysing and describing the tasks performed, which are evaluated by the internship supervisors.

As shown by the results of the employers' survey and feedback from student internships and meetings with industry professionals, students can successfully work in the acquired specialty as the study process is provided with the necessary theoretical and practical knowledge

commensurate with the received qualification.

To provide practice for the students studying in English the “Regulations on Practice at the Baltic International Academy”, “Practice Guide” and “Practice Programme” were translated into English and explained to the students during the practice. The BIA does not take any obligation to provide the practice place for students because the students have to develop their communication skills and competencies during the practice. Sometimes the BIA helps students find the place of practice by providing them with the same with the help of the BIA graduates. There are many branches and representative offices of the foreign companies in Latvia, so the English speaking students have the opportunity to find the places of practice in their home company and also to apply for practice within the framework of ERASMUS student exchange programme.

**5.4. In the event that joint study programmes are implemented in the study direction, provide the justification of the creation of the joint study programmes and a description and assessment of the selection of the partnering higher education institutions by including information on the principles and the procedures for the creation and implementation of these joint study programmes. In the event that no joint study programmes are implemented in the study direction, provide a description and assessment of the plans of the higher education institution/ college for the creation of such study programmes within the study direction.**  
***(Not applicable)***

## **II - Description of the Study Direction (6. Implementation of the Recommendations Received During the Previous Assessment Procedures)**

**6.1. Assessment of the fulfilment of the plan regarding the implementation of the recommendations provided by the experts during the previous accreditation of the study direction, as well as the assessment of the impact of the given recommendations on the study quality or the improvement of the study process within the study direction and the relevant study programmes.**

Summarizing the recommendations provided by the experts in the accreditation of the previous study field, a plan for the implementation of the recommendations of experts was elaborated, the implementation of which had been started already in the academic year 2014/2015. The main activities of the Academy for the implementation of the plan were related to the improvement of the study program and study process, as well as the improvement of the material and technical basis of the study process.

In order to comply with the recommendation "To support the development of English language skills by students and academic staff", the following activities are planned for BIA students and academic staff to improve their English language skills:

- Introductory Testing for 1st year students with the aim of dividing students into small groups according to the level of English proficiency to apply the requirements of the course “Business English” according to the level of English proficiency to achieve the aim of the course;

- Students with a low level of English proficiency are offered opportunities to improve their knowledge by taking additional English language courses;
- For best practice in English, at least one study course (e.g. Business Communication and Professional Ethics) is offered in English already from the 1st semester with the opportunity to receive a consultation from lecturer in Latvian after the lecture;
- The incoming mobility capacity of the academic staff is strengthened and students are offered English lectures by foreign lecturers every semester to help students develop their English skills;
- Academic staff with insufficient English language skills are offered opportunities to supplement their knowledge by organizing additional English language courses at BIA premises;

The BIA Department of Foreign Languages conducts internal English language testing prior to allowing the lecturer to teach their English course, thus certifying the lecturer's English proficiency to at least B2 level.

**6.2. Implementation of the recommendations given by the experts during the evaluation of the changes to the relevant study programmes in the respective study direction or licensed study programmes over the reporting period or recommendations received during the procedure for the inclusion of the study programme in the accreditation form of the study direction (if applicable).**

In order to fulfil the recommendation “it is advisable to review the comprehensively formulated study objective, tasks and study results” as well as “clearly define the program niche in the Latvian education market”, the strategic goal of the direction was revised and updated. In comparison with similar study programs in other higher educational institutions of Latvia, the niches of the undergraduate and doctoral study programs in the Latvian education market and their uniqueness were identified.

In order to implement the recommendation “to strengthen cooperation with other study programs in Latvia and abroad (program internalization)”, the development plan of the direction was developed and the number of cooperation agreements with Latvian and foreign higher education institutions in the accounting period has significantly increased, as well as the participation of the academic staff in peer-reviewed collections of articles, participation in international scientific and practical conferences in Latvia and Western European universities, outgoing and incoming academic staff mobility, including within the Erasmus program.

# Annexes

I. Information on the Higher Education Institution/ College		
List of the governing regulatory enactments and regulations of the higher education institution/ college	BSA_dokumenti_2021_EN.pdf	BSA_dokumenti_2021_LV.pdf
Information on the implementation of the study direction in the branches of the higher education institution/ college (if applicable)	BIA_Branch_2021.docx	BSA_filiales_2021.docx
Management structure of the higher education institution/ college	BSA_organizational chart 2021.pdf	BSA_Struktura_2021.pdf
II. Description of the Study Direction - 1. Management of the Study Direction		
Plan for the development of the study direction (if applicable)	Development plan of the study direction Law Science.pdf	Studiju virziena Tiesību zinātne attīstības plans.pdf
Management structure of the study direction	Study direction and programmes self-assessment development EN.pdf	Studiju virziena parvaldības shēma LV.pdf
II. Description of the Study Direction - 3. Resources and Provision of the Study Direction		
Basic information on the teaching staff involved in the implementation of the study direction	Pamatinformācija par studiju virziena īstenošanā iesaistītajiem mācītājiem ENG 16.08.2021.xlsx	Pamatinformācija par studiju virziena īstenošanā iesaistītajiem mācītājiem ENG 16.08.2021.xlsx
Biographies of the teaching staff members (in Europass Curriculum Vitae format)	CV_EN 17.08.2021.7z	CV_LV_17.08.2021.7z
Summary of the statistical data on the incoming and outgoing mobility of the teaching staff over the reporting period	ERASMUS_out_incoming_acad.staff to BIA Law Science.xls	ERASMUS_out_incoming_acad.staff to BIA Law Science.xls
II. Description of the Study Direction - 4. Scientific Research and Artistic Creation		
List of the publications, patents, and artistic creations of the teaching staff over the reporting period	Ak.personala zin.publikācijas 2013-2020 ENG.docx	Ak.personala zin.publikācijas 2013-2020.docx
II. Description of the Study Direction - 5. Cooperation and Internationalisation		
List of cooperation agreements	List of cooperation agreements (1).docx	BSA_Sadarbības līgumi.docx
Statistical data on the teaching staff and the students from abroad	Dati par ARVALSTU studējošo LV_EN_2021.docx	Dati par ARVALSTU studējošo LV_EN_2021.docx
Statistical data on the mobility of students (by specifying the study programmes)	Dati par studējošo mobilitāti LV_EN_2021.docx	Dati par studējošo mobilitāti LV_EN_2021.docx
Description of the organisation of the traineeship of the students	BSA_Prakses_nolikums_en.pdf	BSA_Prakses_nolikums_lv.pdf
Information on the agreements and other documents confirming the traineeship of the students in companies	līgums_ar_LJB.pdf	prakses līgums_ar_LJB.pdf
II. Description of the Study Direction - 6. Implementation of the Recommendations Received During the Previous Assessment Procedures		
Overview of the implementation of the provided recommendations	BSA rekomendāciju izpildes pārskats_Ties.zin.AK.MAG. 2021_ENG.doc	BSA rekomendāciju izpildes pārskats_Ties.zin.AK.MAG. 2021.doc
Description of the Study Programme - Other mandatory attachments		
Confirmation signed by the rector, director or the head of the study programme or the study direction of the higher education institution/ college which states that the official language proficiency of the teaching staff involved in the implementation of the relevant study programmes of the study direction complies with the regulations on the level of the official language knowledge and the procedures for testing official language proficiency for performing professional duties and office duties.	TZ_virziena Valodu prasmes_ENG_2021.docx	TZ_virziena Valodu prasmes_2021.docx
III. Description of the Study Programme - 1. Indicators Describing the Study Programme		
Compliance of the joint study programme with the provisions of the Law on Institutions of Higher Education (table)		
Statistics on the students over the reporting period		
III. Description of the Study Programme - 2. The Content of Studies and Implementation Thereof		
Compliance of the study programme with the State Education Standard		
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme		
Curriculum of the study programme (for each type and form of the implementation of the study programme)		
Descriptions of the study courses/ modules		
Description of the Study Direction - Other mandatory attachments		
Sample of the diploma to be issued for the acquisition of the study programme.		
Description of the Study Programme - Other mandatory attachments		
Document confirming that the higher education institution/ college will provide the students with the options to continue the acquisition of education in another study programme or at another higher education institution/ college (a contract with another accredited higher education institution/ college), in case the implementation of the study programme is discontinued		
Document confirming that the higher education institution/ college guarantees to the students a compensation for losses if the study programme is not accredited or the licence of the study programme is revoked due to the actions of the higher education institution/ college (actions or failure to act) and the student does not wish to continue the studies in another study programme		
Confirmation of the higher education institution/ college that the teaching staff members to be involved in the implementation of the study programme have at least B2-level knowledge of a related foreign language according to European language levels (see the levels under www.europass.lv), if the study programme or any part thereof is to be implemented in a foreign language.		
If the study programmes in the study direction subject to the assessment are doctoral study programmes, a confirmation that at least five teaching staff members with doctoral degree are among the academic staff of a doctoral study programme, at least three of which are experts approved by the Latvian Science Council in the respective field or sub-field of science, in which the study programme has intended to award a scientific degree.		
If academic study programmes are implemented within the study direction, a document confirming that the academic staff of the academic study programme complies with the provisions set out in Section 55, Paragraph one, Clause three of the Law on Institutions of Higher Education		
Sample (or samples) of the study agreement		
If academic study programmes for less than 250 full-time students are implemented within the study direction, the opinion of the Council for Higher Education shall be attached in compliance with Section 55, Paragraph two of the Law on Institutions of Higher Education.		
Description of the Study Direction - Other mandatory attachments		
Electronically signed application form for assessment of a study direction	Iesniegums Tiesību zinātne 17.08.2021.EN_1.edoc	Iesniegums Tiesību zinātne 17.08.2021.LV_1.edoc



## Other annexes

Name of document	Document
Tieszin_akred_ienemumi2020.pdf	Tieszin_akred_ienemumi2020.pdf
Provision of premises for study and administrative purposes Daugavpils.xlsx	Provision of premises for study and administrative purposes Daugavpils.xlsx
Provision of premises for study and administrative purposes Liepaja.xlsx	Provision of premises for study and administrative purposes Liepaja.xlsx
Provision of premises for study and administrative purposes Riga.xlsx	Provision of premises for study and administrative purposes Riga.xlsx
prakses_līgums_ar_LKA.pdf	prakses_līgums_ar_LKA.pdf
Pielikums Nr. 1 Komersanata apliecība.pdf	Pielikums Nr. 1 Komersanata apliecība.pdf
Pielikums Nr.2izglitības iestādes_bsa_reg (4).jpg	Pielikums Nr.2izglitības iestādes_bsa_reg (4).jpg
Pielikums Nr.3_BSA zin.institūcija apliecība (6).jpg	Pielikums Nr.3_BSA zin.institūcija apliecība (6).jpg
Pielikums Nr.4 BSA_akkred.lapa (3).jpg	Pielikums Nr.4 BSA_akkred.lapa (3).jpg
Pielikums Nr.5 BSA_akreditētie studiju virzieni (3).pdf	Pielikums Nr.5 BSA_akreditētie studiju virzieni (3).pdf
Pielikums Nr.6 BSA ieņēmumi 10.05.2021.docx	Pielikums Nr.6 BSA ieņēmumi 10.05.2021.docx
Pielikums Nr.7 BSA izdevumi10.05.2021..docx	Pielikums Nr.7 BSA izdevumi10.05.2021..docx
Pielikums Nr.8 finanšu stabilitātes rādītāji 10.05.2021. (1).docx	Pielikums Nr.8 finanšu stabilitātes rādītāji 10.05.2021. (1).docx
Pielikums nr.9 BSA SKNS.docx.pdf	Pielikums nr.9 BSA SKNS.docx.pdf
Virziena akreditācijā ekspertu sniegto rekomendāciju izpilde2021.pdf	Virziena akreditācijā ekspertu sniegto rekomendāciju izpilde2021.pdf
Additional information on credit points transfer_ENG.doc	Additional information on credit points transfer_ENG.doc
PAPILDUS INOFRMĀCIJA PAR KREDĪTPUNKTU PIELĪDZINĀŠANU BSA.doc	PAPILDUS INOFRMĀCIJA PAR KREDĪTPUNKTU PIELĪDZINĀŠANU BSA.doc
BSA virziena TZ studiju programmu izmaksas uz vienu studējošo.docx	BSA virziena TZ studiju programmu izmaksas uz vienu studējošo.docx
BSA virziena TZ studiju programmu izmaksas uz vienu studējošo_ENG.docx	BSA virziena TZ studiju programmu izmaksas uz vienu studējošo_ENG.docx
IKVD atbilde par BSA TZ	UD_e-vest_4ud_04e_AIC_BSA_tiesību_zinatne_10092021.docx
LZP atbilde par BSA DSP TZ	LZP_Atbiļde_AIC_BSA_29092021.docx
ERASMUS Statistics students & academic staff LAW	LAW_student&academ staf_ERASMUS.xlsx
BIA SF Law literature (ENG)	BIA_BooksENG.pdf

# Legal Science (51380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Legal Science</i>
Education classification code	<i>51380</i>
Type of the study programme	<i>Doctoral study programme</i>
Name of the study programme director	<i>Tatjana</i>
Surname of the study programme director	<i>Jurkeviča</i>
E-mail of the study programme director	<i>advokatu.birojs@inbox.lv</i>
Title of the study programme director	<i>Dr.iur.</i>
Phone of the study programme director	<i>28811085</i>
Goal of the study programme	<i>The aim of the Doctoral Study program is to realize high level of study in Law to prepare highly qualified Law scientists, for further science development in the context of Latvia and internationally, providing opportunities: to deepen the knowledge and research skills in Law at theoretical level, paying special attention to improving research in the sub branch chosen; advance research competences, to prepare for independent scientific research work, as well as to provide opportunity for qualitative development of Doctoral Dissertation. The program is also oriented at qualified Law scientists for academic (pedagogical) work.</i>

Tasks of the study programme	<p><i>-to acquire modern theoretical concepts, to identify modern theoretical and practical tendencies in Law, as well as to develop understanding of process interaction in Law and related sciences and fields acquiring study courses within the frames of the program, including detailed acquisition of Law sub-branches within the frames of the study courses chosen according to doctoral research topic;</i></p> <p><i>-to develop the ability to independently conduct scientific research, prepare scientific publications, as well as to present reports on research results in Latvia and internationally, to implement research of the chosen doctoral thesis topic, receiving appropriate qualified scientific and methodological assistance in the doctoral program study process (during theoretical part of doctoral studies);</i></p> <p><i>-to ensure the acquisition of high-quality theoretical and empirical research methodology, to develop knowledge and skills about research methodology and to acquire the latest research methods and scientific analysis methods in law in general, as well as in the chosen sub-sector, conducting scientific research on the chosen topic using modern analysis and data processing methods;</i></p> <p><i>- to promote complex scientific research of doctoral students in Latvia and abroad, providing an opportunity to acquire skills to participate in scientific, etc. projects, complex research works, including interdisciplinary research, improving the ability to identify the problem, describe its relevance and connection with other sciences and sub-sectors of science, developing analytical, creative and critical thinking, the ability to solve problems innovatively;</i></p> <p><i>- to develop pedagogical skills by combining theoretical studies with the acquisition of pedagogical and study methodological work skills, acquiring and improving the ability to independently develop study courses and lead study classes at any level study programs, manage qualifications, bachelor's, master's theses, diploma projects, practice and prepare for academic work at high schools.</i></p>
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Results of the study programme	<p><i>Knowledge:</i></p> <ul style="list-style-type: none"> <li>- expanded knowledge of the development trends of law in Latvia, Europe and the world, understanding of current theories and findings in law (SO1);</li> <li>- in-depth knowledge and understanding of the research methodologies applied in legal science and aspects of the application of research methods (SO2);</li> <li>- understanding of the importance of legal science research and the use, applicability and effectiveness of research results for the development of the field of justice, including in the context of comparative legal policy, as well as for the improvement of studies in the field of legal science (SO3);</li> <li>- understanding of the importance of legal science research in the development of society, as well as the use of research results in the general context of society development, as well as understanding of the interdisciplinary approach to research in the broader aspects of effective development of science (SO4);</li> </ul> <p><i>Skills:</i></p> <ul style="list-style-type: none"> <li>- to independently choose and apply research methods appropriate for legal science research in order to perform independent research activities in the chosen field, including in an international comparative context (SO5);</li> <li>- to critically analyze scientific theories and findings, as well as to apply theoretical and empirical substantiations for the evaluation and solution of legal problems (SO6);</li> <li>- to independently carry out extensive original research in law, motivated to explain and represent the results of his / her research, including at the international level (SO7);</li> <li>- to discuss the topical issues of law both with specialists and in a way that is perceptible to the general public (SO8);</li> <li>- to use topicalities of the field of specialization for the improvement of the study process and content in law (SO9);</li> <li>- manage and / or coordinate industry and multidisciplinary teams and / or work and collaborate in an international context for research (SO10);</li> <li>- to encourage and implement changes in the field of legal science and as far as possible in the society as a whole, for the efficient functioning of the state and society (SO11);</li> <li>- to independently promote their scientific development by raising the level of scientific qualification (SO12);</li> </ul> <p><i>Competences:</i></p> <ul style="list-style-type: none"> <li>- to independently organize and implement research activities in the field of law, independently put forward a research idea, plan, structure and perform the results, their critical evaluation (SO13);</li> <li>- to plan, organize, manage, implement and supervise scientific research projects in law and / or participate in their implementation (SO14).</li> <li>- to implement the interpretation of the results (achievements) of legal science and research in the field of practical application, solving complex problems of law application, as well as implementing them in the educational process in higher education institutions (SO15);</li> <li>- to independently create the study content, teaching methodological tools, to apply various teaching (study) methods and to manage the study process by organizing, self-improving (SO16);</li> <li>- to independently promote the improvement of one's competencies and specializations, independently acquire new competencies and improve one's researcher's personality (SO17).</li> </ul>
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Final examination upon the completion of the study programme	<i>Doctoral examinations, approval of the doctoral thesis project</i>
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## Study programme forms

### Full time studies - 3 years - latvian

Study type and form	<i>Full time studies</i>
Duration in full years	<i>3</i>
Duration in month	<i>0</i>
Language	<i>latvian</i>
Amount (CP)	<i>120</i>
Admission requirements (in English)	<i>1. Master degree in Law or similar education in Law. 2. Confirmation of scientific, pedagogic and/or professional experience. 3. Enrolment interview.</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Scientific doctoral degree Doctor of Science (Ph.D.) in Law Science</i>
Qualification to be obtained (in english)	<i>—</i>

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

### Full time studies - 3 years - english

Study type and form	<i>Full time studies</i>
Duration in full years	<i>3</i>
Duration in month	<i>0</i>
Language	<i>english</i>
Amount (CP)	<i>120</i>
Admission requirements (in English)	<i>1. Master degree in Law or similar education in Law. 2. Confirmation of scientific, pedagogic and/or professional experience. 3. Enrolment interview.</i>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Scientific doctoral degree Doctor of Science (Ph.D.) in Law Science</i>
Qualification to be obtained (in english)	<i>—</i>

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

### III - DESCRIPTION OF THE STUDY PROGRAMME (1. Indicators Describing the Study Programme)

**1.1. Description and analysis of changes in study programme parameters that have taken place since the issue of the previous accreditation certificate of study direction or the license of study programme if study programme is not included in the accreditation page of the study direction**

Table 1.1.1.

#### Doctoral study program “Law” parameters

<i>Title of study program</i>	Doktora studiju programma “Tiesību zinātne”	
<i>Title of study program in English</i>	Doctoral study program “Law Science”	
<i>Study program code according to Latvia Education Classification</i>	51380	
<i>Study program science field</i>	Law Science	
<i>Study program type and level</i>	Academic Study Program, Doctoral study program	
<i>Level of qualification obtained (NKI/EKI)</i>	Level 8	
<i>Profession code</i>	Not applicable	
<i>Volume of study program (Credit points (CP), also recommended ECTS)</i>	120 CP, 180 ECTS	
<i>Implementation form, type, length (If the year is not full determine the months) and implementation language</i>		
<i>Full time</i>	3 years	Latvian and English
<i>Implementation place</i>	Baltic International Academy, Lomonosova Street 1 k-4, Rīga, LV-1019	
<i>Study Program Head</i>	Tatjana Jurkeviča, asoc.prof., Dr.iur.	
<i>Enrolment requirements</i>	1. Master degree in Law or similar education in Law. 2. Confirmation of scientific, pedagogic and/or professional experience. 3. Enrolment interview. (for details go to: application and enrolment proceedings for doctoral study program at <a href="http://bsa.edu.lv/programs/dokt_nolik.doc">http://bsa.edu.lv/programs/dokt_nolik.doc</a> .)	
<i>Granted degree and professional qualification</i>	Scientific doctoral degree Doctor of Science (Ph.D.) in Law	

<i>The aim of the study</i>	<p>The aim of the Doctoral Study program is to realize high level of study in Law to prepare highly qualified Law scientists, for further science development in the context of Latvia and internationally, providing opportunities: to deepen the knowledge and research skills in Law at theoretical level, paying special attention to improving research in the sub branch chosen; advance research competences, to prepare for independent scientific research work, as well as to provide opportunity for qualitative development of Doctoral Dissertation. The program is also oriented at qualified Law scientists for academic (pedagogical) work.</p>
<i>Study program objectives</i>	<p>To achieve the aim of the study program the following study program objectives have been defined:</p> <ul style="list-style-type: none"> <li>-to acquire modern theoretical concepts, to identify modern theoretical and practical tendencies in Law, as well as to develop understanding of process interaction in Law and related sciences and fields acquiring study courses within the frames of the program, including detailed acquisition of Law sub-branches within the frames of the study courses chosen according to doctoral research topic;</li> <li>-to develop the ability to independently conduct scientific research, prepare scientific publications, as well as to present reports on research results in Latvia and internationally, to implement research of the chosen doctoral thesis topic, receiving appropriate qualified scientific and methodological assistance in the doctoral program study process (during theoretical part of doctoral studies);</li> <li>-to ensure the acquisition of high-quality theoretical and empirical research methodology, to develop knowledge and skills about research methodology and to acquire the latest research methods and scientific analysis methods in law in general, as well as in the chosen sub-sector, conducting scientific research on the chosen topic using modern analysis and data processing methods;</li> <li>- to promote complex scientific research of doctoral students in Latvia and abroad, providing an opportunity to acquire skills to participate in scientific, etc. projects, complex research works, including interdisciplinary research, improving the ability to identify the problem, describe its relevance and connection with other sciences and sub-sectors of science, developing analytical, creative and critical thinking, the ability to solve problems innovatively;</li> <li>- to develop pedagogical skills by combining theoretical studies with the acquisition of pedagogical and study methodological work skills, acquiring and improving the ability to independently develop study courses and lead study classes at any level study programs, manage qualifications, bachelor's, master's theses, diploma projects, practice and prepare for academic work at high schools.</li> </ul>

**Knowledge:**

- expanded knowledge of the development trends of law in Latvia, Europe and the world, understanding of current theories and findings in law (SO1);
- in-depth knowledge and understanding of the research methodologies applied in legal science and aspects of the application of research methods (SO2);
- understanding of the importance of legal science research and the use, applicability and effectiveness of research results for the development of the field of justice, including in the context of comparative legal policy, as well as for the improvement of studies in the field of legal science (SO3);
- understanding of the importance of legal science research in the development of society, as well as the use of research results in the general context of society development, as well as understanding of the interdisciplinary approach to research in the broader aspects of effective development of science (SO4);

**Skills:**

- to independently choose and apply research methods appropriate for legal science research in order to perform independent research activities in the chosen field, including in an international comparative context (SO5);
- to critically analyze scientific theories and findings, as well as to apply theoretical and empirical substantiations for the evaluation and solution of legal problems (SO6);
- to independently carry out extensive original research in law, motivated to explain and represent the results of his / her research, including at the international level (SO7);
- to discuss the topical issues of law both with specialists and in a way that is perceptible to the general public (SO8);
- to use topicalities of the field of specialization for the improvement of the study process and content in law (SO9);
- manage and / or coordinate industry and multidisciplinary teams and / or work and collaborate in an international context for research (SO10);
- to encourage and implement changes in the field of legal science and as far as possible in the society as a whole, for the efficient functioning of the state and society (SO11);
- to independently promote their scientific development by raising the level of scientific qualification (SO12);

**Competences:**

- to independently organize and implement research activities in the field of law, independently put forward a research idea, plan, structure and perform the results, their critical evaluation (SO13);
- to plan, organize, manage, implement and supervise scientific research projects in law and / or participate in their implementation (SO14).
- to implement the interpretation of the results (achievements) of legal science and research in the field of practical application, solving complex problems of law application, as well as implementing them in the educational process in higher education institutions (SO15);
- to independently create the study content, teaching methodological tools, to apply various teaching (study) methods and to manage the study process by organizing, self-improving (SO16);
- to independently promote the improvement of one's competencies and specializations, independently acquire new competencies and improve one's researcher's personality (SO17).



The Baltic International Academy has been implementing study programs in the field of Law since 1999, but doctoral studies have been implemented since 2000. The doctoral study program "Science of Law" (previous name - Legal Science) was accredited in 2014 within the study field "Legal Science" for 6 (six) years.

The Baltic International Academy (hereinafter also referred to as the Academy or BIA) Doctoral study program "Science of Law" (program code 51380) is implemented in accordance with the Law on Higher Education Institutions of the Republic of Latvia, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 1001 of 27 December 2005 Procedures and Criteria for Awarding a Doctoral Degree (Promotion) ", as well as on the basis of the Cabinet of Ministers Regulations No. 1000 "Regulations on Delegation of the Right to Grant a Doctoral Degree (Promotion) to Higher Education Institutions" (hereinafter - CM Regulations).

The reporting period to be analyzed for the evaluation of the study program is defined as the period from September 1, 2013 to July 2019 (hereinafter also - the Reporting Period). In addition, if necessary, up-to-date information at the time of submission of the self-assessment is also indicated, i.e. for the academic year 2020/2021.

The Study Accreditation Commission of the Ministry of Education and Science of the Republic of Latvia (Decision No. 85 of 05.06.2013) has allowed the Academy to implement the study direction "Science of Law", incl. doctoral study program "Legal Science" (previous title). Accreditation term - June 4, 2019, the accreditation term has been extended until the moment when the decision on accreditation of the study field is made, but not longer than until June 30, 2021.

As a result of successful completion of the study program and defense of the doctoral thesis, the doctoral degree of Doctor of Science (Ph.D.) in law is awarded.

The doctoral study program of the Academy provides the highest level of academic studies, in which specialists are prepared for independent, creative and versatile scientific research work. The academic qualifications and range of interests of the academic staff cooperating with the Academy create preconditions for in-depth studies in law, as well as guarantee professional management of scientific work in a wide range of legal issues.

Higher education is one of the pillars of the development of a democratic society and the growth of the Republic of Latvia is inconceivable without highly qualified doctors, who are necessary for the development of any branch of science. This is especially relevant in law, as there is an insufficient number of doctors in this field, which could ensure the stable development of Latvian science, as well as could apply for vacancies of professors, associate professors and senior lecturers at Latvia universities and be involved in training new specialists. This can make it particularly difficult for higher education institutions to operate in law programs. There is also a growing demand in the labor market for more and more qualified specialists, especially for lawyers, who would be prepared to work in various fields of law, where in-depth research skills are needed in the field of law and sub-sectors. The successful operation of the doctoral study program in Latvia will help to reduce the shortage of specialists in the field and promote faster development of the field.

The program offered by the Academy emphasizes the training of specialists in civil law, criminal law, international law, paying attention to the development of these fields not only in Latvia, but also in other European Union countries and in the world. In addition, the proposed program pays special attention to a globally important aspect - the issue of combating money laundering in

several dimensions.

The Academy employs a sufficient number of elected teaching staff with a doctoral degree in law (Dr.iur, Ph.D.), which allows to ensure the implementation of the doctoral study program and the development of doctoral theses in certain sub-branches of law according to academic research needs, economic situation, labor market requirements, as well as the classification of branches of science and education.

Taking into account the growing process of globalization, including the ever closer integration of countries into the European Union, especially after the ratification of the Lisbon Treaty, the Academy also attracts leading specialists from foreign universities. only on Latvia scale, but creates a basis for research on the Baltic and European scale.

During the implementation of the doctoral study program of the Academy, improvements have been made to the study program, as well as changes related to processes aimed at improving the quality of legal education by making changes in the planning, organization and implementation of law study programs and compliance with uniform requirements. Based on the above, the Academy has chosen a new approach to the planning of study courses and the succession of study programs, thinking about the improvement of the quality of legal education in general in the field of study "Law".

Based on significant changes in legal education in general, as well as analyzing previous accreditation materials and expert recommendations in a broader context, we can find recommendations on the implementation of learning outcomes approach in study programs, internationalization and strengthening of international involvement, strengthening the PhD doctoral degree. The content of the study program is developed in accordance with the requirements of a modern competence approach, as well as a study results-oriented approach is supported (in accordance with knowledge, skills and competences at the 8th level of the European and Latvia qualifications framework [http://www.nki-latvija.lv/content/files/LKI\\_limenu\\_apakstu\\_tabula\\_2017.pdf](http://www.nki-latvija.lv/content/files/LKI_limenu_apakstu_tabula_2017.pdf)). Based on the above, the description and analysis of the changes in the parameters of the study program, which have been made since the issue of the previous accreditation certificate of the study field, would be necessary.

Referring to the developments in the field and time, the following changes and clarifications have been made in the parameters characterizing the doctoral study program:

*Table 1.1..2.*

**Doctoral study program "Law" parameter changes, clarifications and updates (only parameters that were modified are indicated)**

	<b>Changes, clarifications and actualization of the study program parameters</b>	<b>Parameters of the study program of the previous accreditation period</b>
<i>Title of the study program</i>	Law Science	Legal Science
<i>Degree to be obtained in the field of science:</i>	Doctoral degree Doctor of Science (Ph.D.) in law	Dr.iur
<i>Sub sector:</i>	Civil law, Criminal law, International law	Civil law, Criminal law, International law, Criminalistics
<i>Duration of studies</i>	Full-time studies – 3 years	Full-time studies – 3 years Part-time studies – 4 years

<i>Compulsory content of the study program</i>	Compulsory part (16 CP)	Compulsory part (12 CP)
	Pedagogical practice (6 CP)	Pedagogical practice (4 CP)
	Partly optional part (8 CP)	Partly optional part (8 CP)
	Fully optional part (6 CP)	Fully optional part (6 CP)
	Research work (84 CP)	Research work (90 CP)
<i>The aim of the study program:</i>	<i>The aim of the doctoral study program is to implement higher level studies in law for the preparation of highly qualified law scientists, further development of science in the Latvia and international context, providing opportunities to: deepen knowledge and research skills at the theoretical level of law, with a special emphasis on research in the chosen sub-sector; to increase research competencies in the preparation for the performance of independent scientific research work, as well as to provide an opportunity to qualitatively develop a doctoral thesis. Among other things, the program is focused on preparing qualified legal scientists for academic (pedagogical) work.</i>	<i>The <b>aim</b> of the study program in accordance with the long-term strategy for the operation and development of the Baltic International Academy for 2009-2015 (approved at the BIA Senate meeting on January 13, 2009. Minutes No.79 / 13.01.09 - available at: <a href="http://bsa.edu.lv/docs/strateg2015.doc">http://bsa.edu.lv/docs/strateg2015.doc</a>) is to prepare qualified specialists for study and research, as well as other work in state institutions and other structures, which requires a high level of legal knowledge and which is required by the society, with competence in legal science and doctoral degree in accordance with international standards.</i>
<i>Study program objectives:</i>	<p>To achieve the aim of the study program the following study program objectives have been defined:</p> <ul style="list-style-type: none"> <li>-to acquire modern theoretical concepts, to identify modern theoretical and practical tendencies in Law, as well as to develop understanding of process interaction in Law and related sciences and fields acquiring study courses within the frames of the program, including detailed acquisition of Law sub-branches within the frames of the study courses chosen according to doctoral research topic;</li> <li>-to develop the ability to independently conduct scientific research, prepare scientific publications, as well as to present reports on research results in Latvia and internationally, to implement research of the chosen doctoral thesis topic, receiving appropriate qualified scientific and methodological assistance in the doctoral program study process (during theoretical part of doctoral studies);</li> <li>-to ensure the acquisition of high-quality theoretical and empirical research methodology, to develop knowledge and skills about research methodology and to acquire the latest research methods and scientific analysis methods in law in general, as well as in the chosen sub-sector, conducting scientific research on the chosen topic using modern analysis and data processing methods;</li> <li>- to promote complex scientific research of doctoral students in Latvia and abroad, providing an opportunity to acquire skills to participate in scientific, etc. projects, complex research works, including interdisciplinary research, improving the ability to identify the problem, describe its relevance and connection with other sciences and sub-sectors of science, developing analytical, creative and critical thinking, the ability to solve problems innovatively;</li> <li>- to develop pedagogical skills by combining theoretical studies with the acquisition of pedagogical and study methodological work skills, acquiring and improving the ability to independently develop study courses and lead study classes at any level study programs, manage qualifications, bachelor's, master's theses, diploma projects, practice and prepare for academic work at high schools.</li> </ul>	<p>Study program objectives are to provide the doctoral students the opportunity:</p> <ul style="list-style-type: none"> <li>- To acquire in-depth study courses selected in doctoral studies in legal science.</li> <li>- To prepare for academic work at the university, creating an opportunity for doctoral students to successfully work as highly qualified lecturers in Latvia and foreign universities.</li> <li>- To acquire the latest research methods in legal science and the ability to apply them in practice, being able to analyze, systematize and contextually interpret empirical observations at a high level of competence, linking them with classical and modern theoretical concepts.</li> <li>- To master the latest information technologies, data processing and presentation techniques.</li> <li>- To develop and publish the results of scientific research in peer-reviewed scientific journals (publications).</li> <li>- To carry out scientific and teaching work in a stimulating academic environment, promoting research productivity and competitiveness both in Latvia and internationally.</li> <li>- To participate in international conferences and seminars.</li> <li>- To develop, prepare and defend a doctoral thesis for obtaining a doctoral degree in law.</li> </ul>

<p>Study program outcomes:</p>	<p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>- expanded knowledge of the development trends of law in Latvia, Europe and the world, understanding of current theories and findings in law (SO1);</li> <li>- in-depth knowledge and understanding of the research methodologies applied in legal science and aspects of the application of research methods (SO2);</li> <li>- understanding of the importance of legal science research and the use, applicability and effectiveness of research results for the development of the field of justice, including in the context of comparative legal policy, as well as for the improvement of studies in the field of legal science (SO3);</li> <li>- understanding of the importance of legal science research in the development of society, as well as the use of research results in the general context of society development, as well as understanding of the interdisciplinary approach to research in the broader aspects of effective development of science (SO4);</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>- to independently choose and apply research methods appropriate for legal science research in order to perform independent research activities in the chosen field, including in an international comparative context (SO5);</li> <li>- to critically analyze scientific theories and findings, as well as to apply theoretical and empirical substantiations for the evaluation and solution of legal problems (SO6);</li> <li>- to independently carry out extensive original research in law, motivated to explain and represent the results of his / her research, including at the international level (SO7);</li> <li>- to discuss the topical issues of law both with specialists and in a way that is perceptible to the general public (SO8);</li> <li>- to use topicalities of the field of specialization for the improvement of the study process and content in law (SO9);</li> <li>- manage and / or coordinate industry and multidisciplinary teams and / or work and collaborate in an international context for research (SO10);</li> <li>- to encourage and implement changes in the field of legal science and as far as possible in the society as a whole, for the efficient functioning of the state and society (SO11);</li> <li>- to independently promote their scientific development by raising the level of scientific qualification (SO12);</li> </ul> <p><b>Competences:</b></p> <ul style="list-style-type: none"> <li>- to independently organize and implement research activities in the field of law, independently put forward a research idea, plan, structure and perform the results, their critical evaluation (SO13);</li> <li>- to plan, organize, manage, implement and supervise scientific research projects in law and / or participate in their implementation (SO14);</li> <li>- to implement the interpretation of the results (achievements) of legal science and research in the field of practical application, solving complex problems of law application, as well as implementing them in the educational process in higher education institutions (SO15);</li> <li>- to independently create the study content, teaching methodological tools, to apply various teaching (study) methods and to manage the study process by organizing, self-improving (SO16);</li> <li>- to independently promote the improvement of one's competencies and specializations, independently acquire new competencies and improve one's researcher's personality (SO17);</li> </ul>	<p>Doctoral studies provide the necessary knowledge, skills and abilities for further scientific research, using the latest achievements of academic and practical science in the world. The planned <b>outcomes</b> of the program are:</p> <ul style="list-style-type: none"> <li>• training of highly qualified scientists who have acquired the latest achievements in scientific research work;</li> <li>• preparation of highly qualified lecturers, who have acquired the latest achievements of higher education pedagogy, for work in higher education institutions;</li> <li>• training of highly qualified lawyers who have acquired the latest achievements in the theory and practice of legal science;</li> <li>• elaboration and defense of a doctoral thesis and obtaining a doctoral degree in legal science;</li> <li>• the use of the findings obtained as a result of research conducted during doctoral studies in scientific work, practical work and in the process of student training.</li> </ul>
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The study program teaching staff, students and employers have been actively involved in the study program improvement process.

## 1.2. Analysis and assessment of the statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down in the

## different study forms, types, and languages.

Statistical data on students in the doctoral study program, according to the guidelines for the development of the self-evaluation report, are viewed from three basic aspects, namely: 1. - dynamics of the number of students enrolled in the program; 2.- dynamics of the students in the program, including ex-matriculated and student distribution; 3.- dynamics of the number of graduates of the program.

### **1.2.1. Dynamics of the number of students enrolled in the program**

Persons who meet the admission requirements in accordance with the admission regulations of the Baltic International Academy and the regulations of the doctoral studies of the Baltic International Academy are admitted to the doctoral study program "Science of Law".

In the reporting period from 2013/2014 to 2020/2021 for the second half of the academic year (on 01.03.21) the number of students matriculated in the doctoral study program "Science of Law" is 12 students. The number of students enrolled in the doctoral study program by years is shown in Figure 3.1:

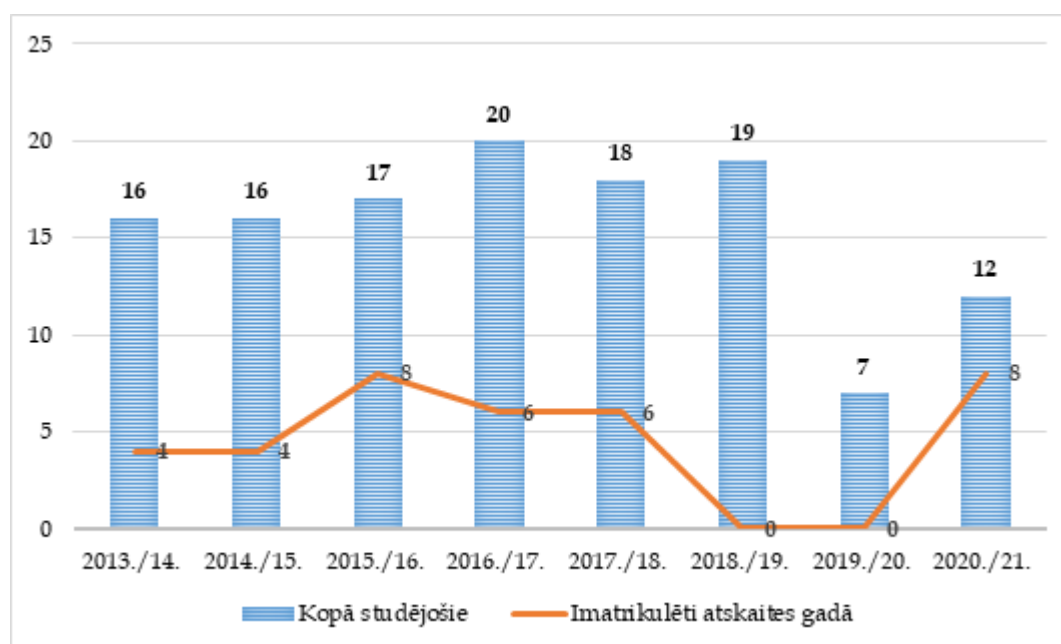


Figure 3.1. The number of students admitted in doctoral study program "The Science of Law", total

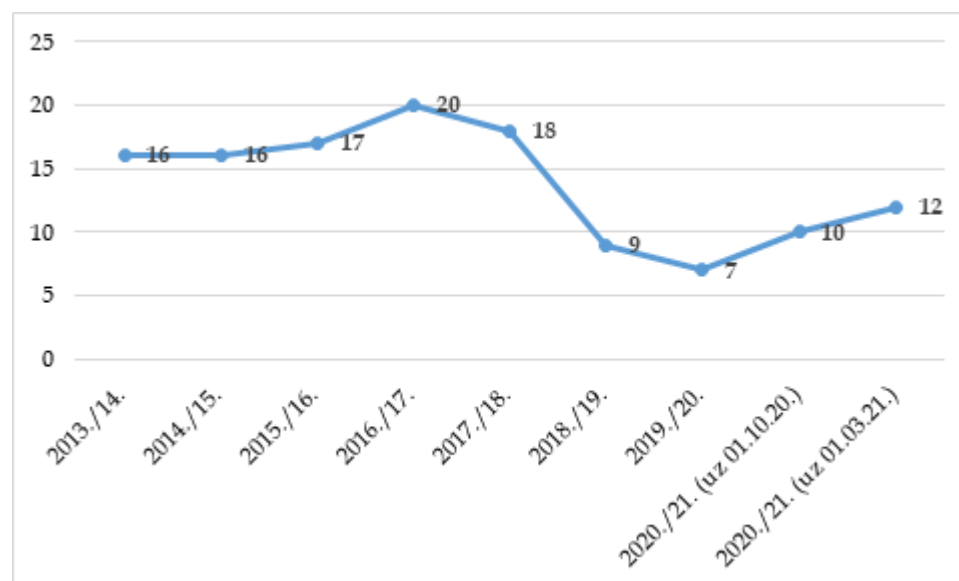
From the presented data it can be concluded that the largest number of matriculated students from 2013/2014 to 2019/2020, the beginning of the academic year 2015/2016 (Fig. 3.1) - was 8 students, later a decrease until 2020 can be observed. The presented data show that the number of persons enrolled in the doctoral study program has decreased in general, but has recently levelled off again. The total decrease in the number of enrolled students is related both to the total decrease in the number of university students and to the economic aspects of Latvia economic development, which is related to the decrease in the number of people willing to finance doctoral studies from their own funds. There are no budget places in the doctoral study program "Law", and all students in the program study only at the expense of physical entities. Until academic year 2019/2020, the study program was implemented in Latvian and Russian. Starting with academic year 2019/2020, students are admitted in either Latvian or English language. The decrease in the number of students from academic year 2018/2019 can also be explained by the improvement of

the rules for admission to the doctoral study program, which has increased the minimum number of points required for admission to the doctoral program, has improved the selection criteria for foreign persons, paying special attention to applicants from non-EU countries. Knowledge of English and the quality level of prior learning is assessed, thus refusing admission to applicants who wish to study but have not obtained the required number of points, recognizing that this approach has significantly reduced the number of students admitted, the Doctoral Council considers it prevent the situation, when insufficiently motivated persons or persons without the necessary competencies and understanding of studies in doctoral level study programs enroll in the program. This approach allows the doctoral council to ensure the effective implementation of the study process and the achievement of the goals of the doctoral study program.

### **1.2.2. Dynamics of the students in the program**

In the reporting period from 2013/2014 to 2020/2021, at the beginning of the academic year, the number of students in the doctoral study program “Science of Law” decreased by 18%, which coincides with the demographic situation in the country in recent years, the reduction of the total number of university students in the country and economic aspects of Latvia economic development.

The number of students in the doctoral study program on October 1 of each study year is shown below (Fig. 3.2), but for academic year 2020/2021, the number of students in the program is also indicated on March 1, 2021, which reflects current dynamics.



*Figure 3.2. Number of students in the doctoral study program “Science of Law” on 01.03.21 of the respective academic year, total*

The decrease in the number of students of the doctoral study program “Science of Law” is justified by the gradual decrease in the number of persons admitted to the program, as well as by during academic year 2017/2018 implementation of the selection criteria approach in relation to those doctoral students who had not fulfilled the requirements of the study program and thus deducted (ex-matriculated), which was done with the intention to strengthen the quality (process, implementation) of doctoral study program implementation, to increase student motivation and discipline regarding the ability to meet the study program implementation deadlines.

Students are enrolled and study in the doctoral study program “Science of Law” in both full-time and part-time study forms in day studies (Figure 3.3).

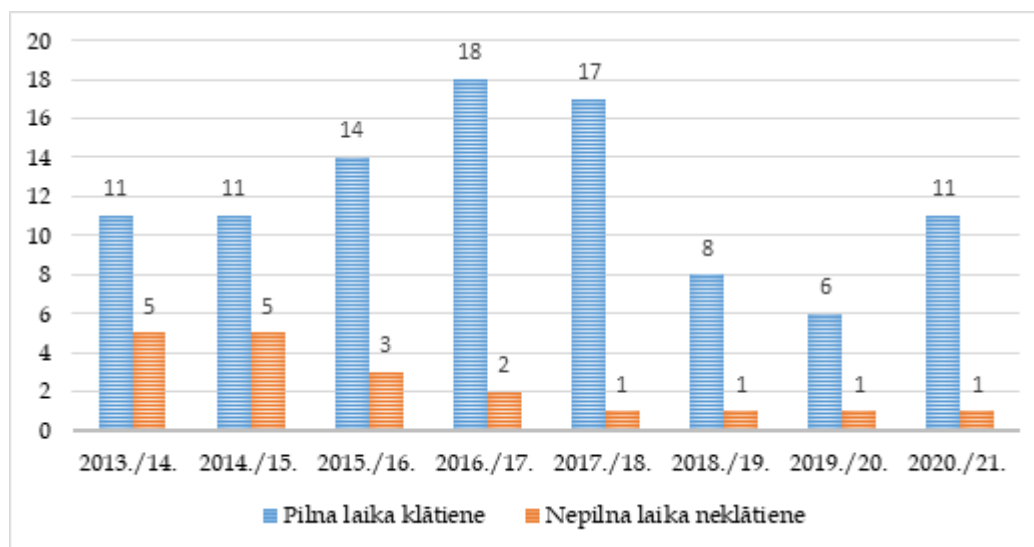


Figure 3.3. Number of students in the doctoral study program "Science of Law" by flows for the respective academic year, total

Despite the fact that two forms of studies were implemented in the *Reporting Period*, namely full-time day and part-time night studies, no special or other correlation is visible between students in both forms. However, it should be noted that the largest student deduction was made among full-time students. This can be explained both by the fact that the number of full-time students is higher in general, and by the fact that in the implementation of the doctoral study program more attention should be paid to raising students' motivation, explaining to students the importance of full-time studies and its opportunities, as well as raise the control of program execution deadlines. It should be noted that students in the doctoral program use study breaks (academic leaves) very minimally, although their use is provided for in the study agreement, but there is an actual increase in the total study time related to academic debts, in connection with which the control of the fulfillment of the requirements of the student program should be strengthened. However, it should be noted that the actual increase in the total study time explains the discrepancies between the number of students admitted and the total number of students.

In the future, the study program will be implemented only in full-time day form.

In the reporting period from academic year 2013/2014 by the autumn of academic year 2020/2021, the number of full-time students from abroad has gradually decreased (outside the framework of exchange programs), but in academic year 2020/2021 the situation changed. Information about foreign students can be seen in Figure 3.4:

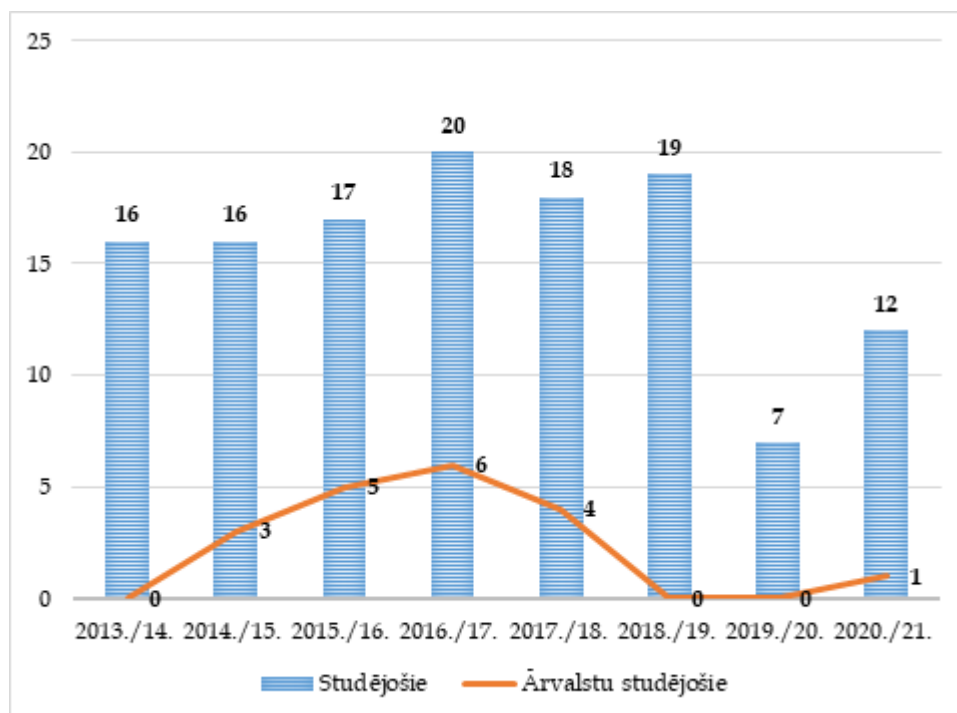


Figure 3.4. Number of foreign students in the doctoral study program "Science of Law", total

The analysis shows that the majority of foreign students came to study from Kazakhstan (Figure 3.5).

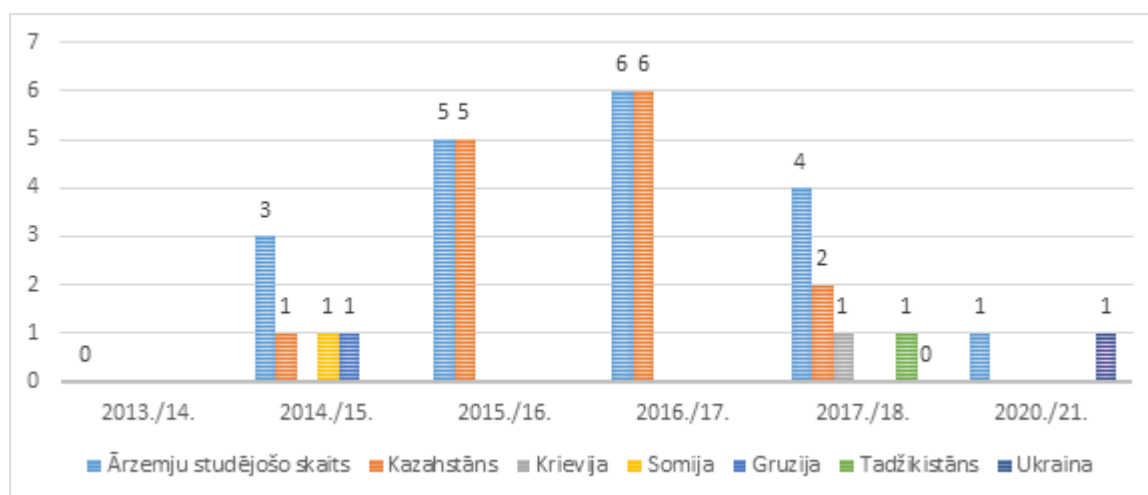


Figure 3.6. Number of foreign students in the program by countries, total

Analyzing the trends of student drop-outs, it can be seen how the annual drop-out of students is uneven



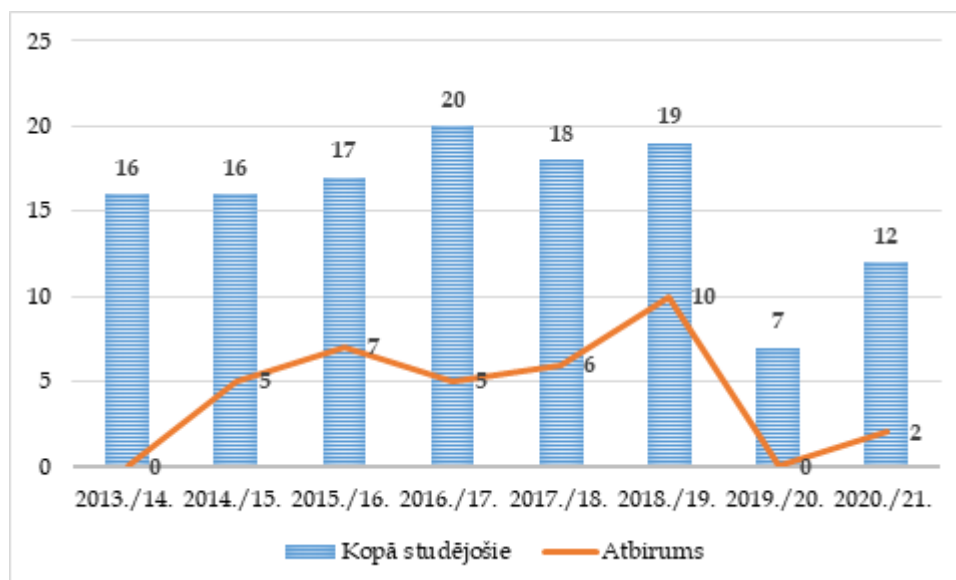


Figure 3.4. Dropout of students in the doctoral study program "Science of Law", total

Ex-matriculation of doctoral students due to non-fulfillment of the program or their own choice, data analysis indicates that the majority of students in the program are expelled due to their own will or due to non-fulfillment of program requirements (both academic and financial), which means that these students have not successfully completed their study program. The reasons for such leaving are various, but most of them are related to the inability of students to master the study program effectively, which manifests itself mainly in the inability to meet the deadlines or the inability to achieve scientifically measurable research results. There are fewer cases when studies in the program are terminated due to financial aspects, namely the inability to further finance their studies. With regard to the first group drop-outs, it should be noted that successful studies in doctoral programs always require a high level of self-discipline and high research capacity, thus, the expelling of individual students is related to the incomplete awareness of these students about the essence of doctoral studies and the proportion of individual work in the program, which makes up 70% of the total number of credit points acquired in the program. Such drop-out is natural and understandable, but it is also planned to strengthen the control mechanisms of doctoral students and intensify the feeling of supervision in order to reduce it. With regard to the second group drop-outs, it should be noted that the Academy, as far as possible, supports students in the program by granting tuition fee extensions or tuition fee reductions. However, the Academy is understandably limited in the use of such financial instruments. The solution to this can be seen in attracting financial resources from the state and EU structural funds within the framework of the implementation of the new doctoral model. However, the Academy does not see the funding direction of the new doctoral model as a priority direction for itself, considering that studies on their own financing or independently attracted financial resources are one of the aspects of higher motivation of doctoral students.

Every student who has decided to terminate their studies is offered to fill in a questionnaire on the reasons for their termination of studies, which helps the Academy to find out the reasons for termination of studies (termination). Analyzing the mentioned data, it can be concluded that the most common reasons are personal (voluntary, financial debts, academic debts, etc.).

### 1.2.3. Dynamics of program graduates

Analyzing the dynamics of graduates of the doctoral study program, it should first be pointed out that according to the current normative regulation in the Republic of Latvia, doctoral process is separated from the doctoral study program, therefore those who submit their developed and completed Doctoral Theses for promotion process are mostly already ex-matriculated due to the

fulfillment of the requirements of the doctoral program, completing the theoretical course and successfully passing the doctoral examinations.

During the *reporting period*, as well as until the beginning of the academic year 2020/2021, 10 graduates have successfully completed studies in the doctoral study program

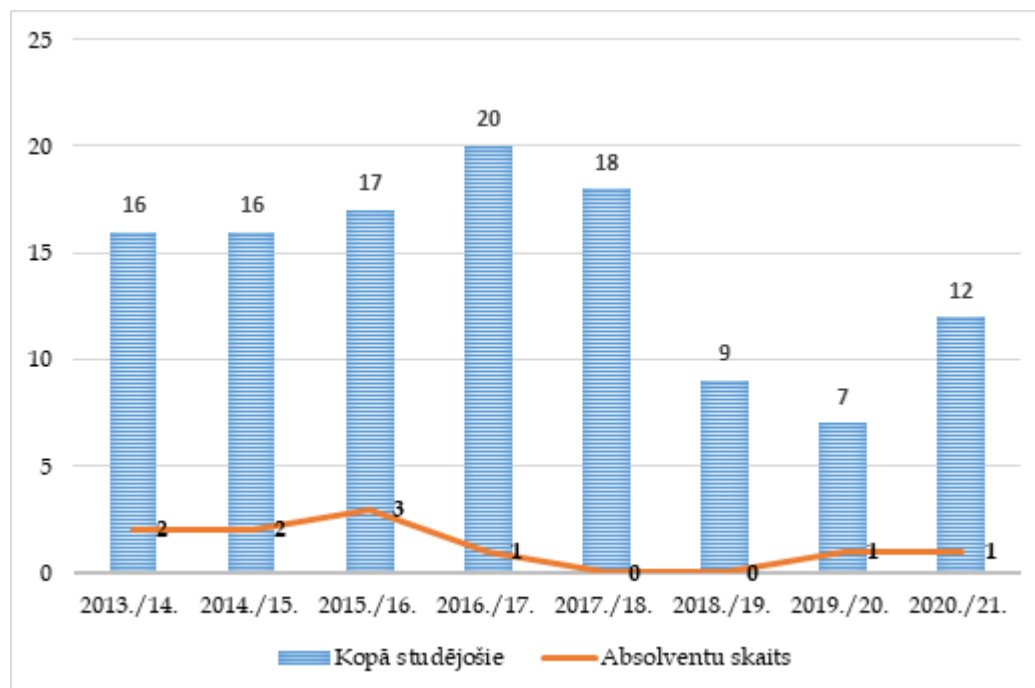


Figure 3.7. Dynamics of the number of graduates in the doctoral study program “Science of Law”, total

It should be noted that in the Reporting period only one of the graduates of the program has obtained a Doctoral Degree, but this is not a critically assessed aspect. Objective obstacles to the timely completion of the doctoral thesis are significant, which are primarily caused by the lack of time for the development, preparation and approbation of the doctoral thesis. This is explained by the fact that most of the students and graduates of the program work full-time in legal employment positions, not only in the private sector, but also in the public sector. Such busy employment is undeniably related to the issues of study financing, thus combining studies with work and the inability to devote time entirely to research alone becomes a necessity for doctoral students. The Academy, as far as possible, supports students in the program. However, the financial resources of the Academy in this matter are limited, because so far the Academy has not participated in state-funded budget programs or EU structural funds programs.

Taking into account the fact that the doctoral promotional process is separated from the study process in doctoral programs, it should be emphasized that doctoral theses whose authors have acquired the doctoral program at other universities may also be defended in the promotion councils of a particular higher education institution. The Academy does not rule out the possibility that some graduates of the doctoral study programs offered by the Academy have obtained a doctoral degree in the promotion councils of other universities, but such statistics have not been compiled.

The positive side is that after successful completion of the program, most graduates continue to maintain close contact with their research supervisors and the doctoral council, confirming the continuation of scientific research and the determination to fully develop it and move towards obtaining a doctoral degree, which will be confirmed by the results of the survey of program graduates in 2019 who have not yet obtained a doctoral degree. According to the results of the survey on the main obstacles to obtaining a doctoral degree, it can be concluded that the main

obstacle was mostly lack of time or loss of motivation, less often other priorities have emerged. But it should be noted that for some of the graduates, communication with the supervisor of the doctoral thesis was quite complicated already after the completion of the study program, especially in cases when the supervisor either suspended his / her lecturing altogether or transferred to a full-time job at another university. Aspects of such communication can, to some extent, be explained by the fact that by ensuring the right of the graduates of the doctoral study program to start the doctoral process also after graduating from the program, the legislator has not explained the legal status of the supervisor.

Analyzing all the above, it can be concluded that in order to reduce the negative aspects regarding the development and defense of doctoral theses, more attention should be paid to stricter control of doctoral thesis development already during the study process. This has already been started, for example, by introducing reports on research activities, including the preparation of the doctoral thesis once every six months, i.e. at the end of each study semester, which will be able to improve this currently negative trend.

The implementation of the above-mentioned stricter control, which in the opinion of the Academy will make the activities of doctoral students more motivating, at the same time improving the student support mechanisms, is ensured together with the program improvement process. As a result of the study program improvement, a more frequent doctoral students' reporting procedure was introduced in 2019 - at the end of each semester, as well as a regular public presentation with the mentioned report on the research results of the previous period at Doctoral Council meetings has been introduced.

### **1.3. Analysis and assessment of the interrelation between the name of the study programme, the degree or professional qualification to be acquired or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements.**

The new title of the BIA Doctoral Study Program "Science of Law", which has been developed in accordance with the Cabinet of Ministers of the Republic of Latvia Regulation No. 49 of 23 January 2018 "Regulations on Latvia Science Branches and Sub-Branches" section "Social Sciences" paragraph 5.1. has been changed from Legal Science to Science of Law, is aimed at the evaluation process.

The chosen name of the program corresponds to the content offer of the program, which is mainly designed as an in-depth review of the field of law and its sub-branches and result-oriented research in the field of law.

The Doctoral study program of the Academy "Science of Law" (program code 51380) is developed and implemented in accordance with the Law on Higher Education Institutions of the Republic of Latvia, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 322 of 13 June 2017 "Regulations on the Classification of Education in Latvia", Cabinet of Ministers Regulation No. 1001 of 27 December 2005 "Procedure and Criteria for Awarding (Promotion) a Doctoral Degree".

Doctoral studies in Latvia have a special status. These have two basic aspects: first, *the main element of doctoral studies is the original research that must be prepared for each doctoral candidate, thus doctoral study programs cannot be compared with bachelor's and master's study programs and evaluated similarly.* (Doctoral study and promotion system in Latvia. Andrée Sursock,

World Bank consultant. 21 November 2016); secondly, graduation of the doctoral study program does not mean obtaining a degree and / or professional qualification, because obtaining / awarding a doctoral degree, i.e. the promotion process, in Latvia is separated from the doctoral study program and takes place in a separately regulated process, according to the Cabinet of Ministers Regulation No. 1001 "Procedure and Criteria for Awarding a Doctoral Degree". According to these regulation, the completion of the doctoral study program is one of the mandatory preconditions for starting the doctoral candidate's promotion process. Undoubtedly, the basic element of the doctoral study program, which makes up 70% of the program, is the development and preparation of this doctoral student / doctoral candidate's original research to ensure the doctoral student's readiness for the promotion process after graduation, which also ensures mutual interaction of both aspects mentioned above.

The title, goals and objectives of the BIA doctoral study program, as well as the enrolment requirements are interrelated and appropriate. The aim and objectives of the doctoral study program, which are defined in detail in Sub-paragraph 1.1 of Part 3 of the assessment materials, are set according to the title and level of the program. The aim of the program is defined as the implementation of the highest level study in law for the preparation of highly qualified law scientists, further development of science in the Latvia and international context, as well as the preparation of qualified law scientists for academic (pedagogical) work. In its turn, the tasks of the program are related to the possibility to provide the doctoral student with the acquisition of the latest theoretical and practical tendencies and concepts in law, developing a complex scientific research approach; developing high-quality independent scientific research skills, increasing the methodological capacity of research; the development of pedagogical skills by acquiring the skills of pedagogical and study methodological work at the level of higher education institutions.

The aim and objectives of the study program correspond to the long-term strategy of BIA activity and development, BIA priority research directions and the aims and objectives of the study direction "Science of Law"; they are focused on the further development of the professional competence of jurisprudence. The goal and objectives are achievable at all levels - 1st and 2nd level professional higher education study program "Science of Law", master's and doctoral - study programs in succession and mutual coherence.

The content image of the program is designed to achieve the defined goal of the doctoral study program and to fulfill the objectives of the program set to achieve the goal. The organization of the study process is based on several principles - quality, sustainability, succession and cooperation. In addition to methodological and profiling study courses and a foreign language, the program plan in accordance with the specific goals and tasks of the doctoral study program includes pedagogical practice and the development of a doctoral thesis.

Enrolment requirements for the Doctoral study program are based on the content direction of the study program and in accordance with the objective justification. Taking into account the above, applicants are required to have a master's degree in law or its equivalent with an education in law as a prerequisite for starting studies in the program. If the applicant has the qualification of a lawyer, but the master's degree is in another field of science, then he / she must pass the entrance examination in accordance with the direction of the chosen specialization in doctoral studies. Each applicant must also provide appropriate evidence of scientific, pedagogical and / or professional activity. Being aware of the need to ensure that those students who, first of all, demonstrate a sufficient level of purposefulness, are matriculated in the doctoral study program; secondly, those who have developed an understanding of the importance of doctoral studies; thirdly, for whom appropriate applications in the chosen field of research can be established, upon admission to the Doctoral study program, an entrance examination - interviews are organized for each applicant. Admission to the doctoral study program takes place in accordance with the provisions of the BIA

Doctoral Regulations, following the decision of the Matriculation Commission, evaluating the criteria for enrolment in doctoral studies. In addition, it should be noted that the enrolment rules and matriculation procedures at the Baltic International Academy during the study year 2021/2022 can be assessed at:

[https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2021\\_22.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2021_22.pdf)

Successful completion of the doctoral study program, which summarizes the completion of the theoretical course, successful passing of doctoral examinations and defense of the doctoral thesis, opens opportunities for further independent development in scientific, research and academic fields

### **III - DESCRIPTION OF THE STUDY PROGRAMME (2. The Content of Studies and Implementation Thereof)**

**2.1. Assessment of the relevance of the content of the study course/ module and the compliance with the needs of the relevant industry and labour market and with the trends in science. Provide information on how and whether the content of the study course/ module is updated in line with the development trends of the relevant industry, labour market, and science. In case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation.**

The doctoral study program provides students with further acquisition of theoretical knowledge and research skills, preparing them for independent scientific research in the chosen field or sub-branch of science.

The doctoral study program "Law Science" (program code 51380) is implemented in accordance with the Law on Higher Education Institutions of the Republic of Latvia, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 101 of 27 December 2005 "Procedures and Criteria for Awarding a Doctoral Degree" as well as on the basis of the Cabinet of Ministers Regulations No. 1000 "Regulations on Delegation of Doctoral Degree (Promotion) Award Rights to Higher Education Institutions".

The expected results of the implementation of the program correspond to the goals and objectives of the program (see section 1.1). Doctoral studies provide the necessary knowledge, skills and abilities for further independent scientific research work, using the latest achievements of academic and practical science in the world.

The most important part of the doctoral study program is the performance of independent doctoral research and its result, which summarizes the preparation of the doctoral thesis, public presentation of basic research results (publication and approbation) which corresponds to the common goal of doctoral study programs - conducting in-depth research in order to prepare a substantiated, independent, original research (doctoral thesis), which can form the basis for obtaining a doctoral degree; both for the purpose of the Doctoral study program of the Academy - to implement higher level studies in law for the preparation of highly qualified law scholars, for further development of science in Latvia and international context. In addition to the doctoral study program, students are provided with the opportunity to improve their capacity level by developing both general skills in law. There is also an opportunity to get acquainted with the latest

achievements of the field not only in the research topic, but also in the broader context of science.

The structure and content of the doctoral study program promotes the acquisition of acquired knowledge, scientific cognition and the use of scientific findings developing in-depth skills.

The amount of each doctoral study year is 40 CP. The total amount of the program is 120 CP, which is expected to be acquired in a period of 3 study years. The doctoral study program consists of:

1. scientific research work - 84 CP;
2. compulsory part (part A) - 16 CP;
3. partially elective part (part B) - 8 CP;
4. free choice part (part C) - 6 CP;
5. pedagogical practice (part A) - 6 CP.

See the detailed study program plan in Appendix **Study Program Plan**.

The program is designed so that in its compulsory part theoretical knowledge is acquired and research and pedagogical skills and abilities are acquired, which form a complete basis for the development of independent scientific research in the field of law. The elective part of the program provides an opportunity for broader and in-depth studies in the areas of doctoral students' research interests, with an in-depth focus on research in the chosen sub-branch of law. Such an approach, based on the economic and legal situation, to create a program corresponding to the Latvia internal market and international competition, attracting both Latvian and foreign students.

The central part of the doctoral study program consists of the common interaction of four basic elements:

1. Scientific research work, which forms the main part of the program, is the development of a doctoral thesis, it is a public approbation of the results achieved in the course of it - in the amount of 84 CP;
2. General module of scientific and pedagogical skills - in the amount of 14 CP, which includes the study course *Theory of Law and Legal Methodology*, the study course *Scientific Activity and Research Methodology*, as well as the study course for the acquisition of methodological work - *University Pedagogy and Development of Higher Education Systems*;
3. Specialization module, which covers doctoral examinations and study courses in the corresponding branch / sub-branch - in the amount of 10 CP, where the following integral parts are provided:
4. the study course in specialization in the amount of 6 CP, offering 3 specialization directions, which ends with a doctoral examination;
5. the course Legal Foreign Language in the amount of 2 CP, which is covered by a doctoral examination;
6. the study course Prevention of Money Laundering and Terrorism in the amount of 2 CP, offering three different courses, each of which is focused on the student's chosen field of specialization;
7. Pedagogical practice - in the amount of 6 CP, which provides the student with a form of transfer of theoretical knowledge to practical scientific research or university pedagogy.

The free choice part of the program consists of study courses that ensure the doctoral student's choice between the in-depth study opportunities of the chosen specialization. The free choice part of the program and its content allow to make the program more flexible and attractive for students with different competencies and interests.

Internships in other universities, scientific institutes, doctoral schools, participation in the development of research projects and their implementation give the doctoral student the

opportunity to obtain additional CP.

Acquisition of theoretical courses and practical skills makes up 27% of the total amount of doctoral study credit points. The development of a doctoral research (theses) makes up 73% of the total amount of doctoral study credit points.

At the end of the implementation of the program, in accordance with the specifics of the essence of the doctoral level study programs and the specific nature of the goal, a separate final examination of the study program is not provided. During the implementation of the program, it is planned to take two doctoral examinations, which ensures the compliance of the program:

1. with external acts regulating the study process: Law on Higher Education Institutions, Law on Scientific Activity, Cabinet of Ministers Regulation No. 1001 of 27 December 2005 "Procedure and Criteria for Awarding (Promotion) a Doctoral Degree";
2. with internal acts regulating the study process: BIA acts regulating the study process: BIA Doctoral Regulations, Regulations on Studies at the Baltic International Academy, Regulations on Development, Approval and Amendments to Study Programs at the Baltic International Academy and others.

Within the framework of the study program, it is envisaged that one doctoral examination is taken in in-depth study courses of theoretical components (disciplines) of the field of law and it is also an examination in a specialization course - in one of the three offered directions. The second doctoral examination is taken in a foreign language, as a conclusion to the successful acquisition of the study course Legal Foreign Language.

The obligatory precondition for graduating the doctoral study program is the completion of the program in full, that is, the completion of all credit points, which is summarized by the submission and approval of the developed doctoral thesis at the program council meeting. It is also mandatory to provide information on publications of scientific articles (min. 3) and confirmations on presentations at international conferences (min. 2) in accordance with the Regulations of the Latvia Academy of Sciences VZKK.

The organization of the study program is oriented towards such a result when, provided that the student has successfully mastered the theoretical part of the study course, fully fulfills the requirements of scientific research work, i.e. successfully completes all components of the study program, thus obstacles and delays in submitting the doctoral thesis for defense to the Doctoral Council are eliminated as much as possible.

Higher education is one of the pillars of the development of a democratic society and the growth of the Republic of Latvia is inconceivable without highly qualified doctors, who are necessary for the development of any field of science. This is especially relevant in law, as there is an insufficient number of doctors in this field, which could ensure the stable development of Latvia science, as well as could apply for vacancies of professors, associate professors and docents at Latvia universities and be involved in training new specialists. This can make it particularly difficult for higher education institutions to operate in law programs. There is also a growing demand in the labor market for more and more qualified specialists, especially lawyers, who would be prepared to work in various areas of law where in-depth research skills in law are required. The successful operation of the doctoral study program in Latvia will help to reduce the shortage of specialists in the field and promote faster development of the field.

The program offered by the Academy emphasizes the training of specialists in civil law, criminal law, international law, paying attention to the development of these fields not only in Latvia, but also in other European Union countries and in the world. In addition, the proposed program emphasizes special attention to a globally important aspect - the issue of fighting money laundering

in several dimensions.

On January 22, 2020, "Moneyval" published a progress report on Latvia's progress in preventing money laundering, terrorism and proliferation financing. According to the progress report, out of the 40 Financial Transaction Work Groups (FATF) technical compliance recommendations, seven are currently assessed as fully compliant and 33 as largely compliant. To further implement the "Moneyval" recommendations, on 23 December 2019, the government adopted a plan of measures to prevent money laundering, terrorism and proliferation financing for the period from 2020 to the end of 2022. The aim of the action plan is to strengthen Latvia's capacity to fight money laundering, terrorist and proliferation financing and to monitor the implementation of anti-money laundering, anti-terrorist and anti-proliferation financing requirements, reduce the overall risks of money laundering, terrorist and proliferation financing, thus ensuring compliance with international law obligations and standards in the field of prevention of money laundering, terrorist and proliferation financing and promoting public security, competitiveness of the economic environment and trust in the jurisdiction of Latvia.

Preventing and combating illegal activities is the basic task of any democratic state, the implementation of which ensures the development of society, the legal order in the country and the possibility for people to legally exercise their interests. One of the overarching goals of the development of the field of law is public security. This requires the ability to maintain a stable legal basis for preventing and combating illegal activities, while ensuring a rapid response to new and potential threats (*from Medina L. Criminal Law - A Vision for the Future. Lawyers of the Ministry of Justice for the Centenary of Latvia: Current Issues in Legal Policy. Riga: Courthouse Agency, 2018, p. 233*). In the fight against illegal activities and crime, the quality of the legal regulation, which is based on sufficiently practical and in-depth theoretical research, is essential. The legal framework must ensure a fair, rights-based solution to the legal relationship. Rights are a phenomenon, just as a person develops and improves, even when the text remains unchanged, the content is transformed in the light of external conditions and events in society. (*Stukāns J. Mantas Recognition as a Criminal Acquisition Legal Regulation and Problems of Application. Doctoral Thesis. RSU. 2019. p. 7*). Law as a specific structure of human existence undoubtedly arose in a person's pursuit of justice. By living, man transforms nature. Something succeeds, something fails. (*Broks J. Philosophy of Law. Doctrines, Concepts, Discourses. Riga: SIA Biznesa augstskola Turība, 2008, p. 19*). Therefore, law is in a continuous process of transformation, thus timely and progressive research of the most relevant aspects becomes one of the integral elements of the implementation of doctoral programs, as specialists of the highest level in the field of law are prepared for such studies, which are necessary for both the development of the field of science and higher level professional work, including in the fields of state administration, where high complexity legal tasks are solved, but there is a lack of persons with a doctoral degree in law.

When assessing the compliance of the study program and study courses with the needs of the labor market and the employment opportunities of graduates, labor market forecasts have been taken into account. Labor market forecasts in Latvia have been developed by the Ministry of Economics since 2008. Labor market forecasts are based on economic development and demographic target scenarios developed by the Ministry of Economics. According to the labor market forecast by 2020 developed by the Ministry of Economics of the Republic of Latvia, the situation in the labor market is expected to continue to improve in the coming years, while the improvements will become more moderate, which will be affected by a higher base effect in the labor market and slower growth rates. The target scenario envisages conditions for the Latvia economy to achieve such growth rates in its medium-term development that would ensure annual convergence to the EU average level by at least 2-3 percentage points. In addition, the situation will be increasingly affected by negative demographic trends, which will be reflected not only in labor market indicators but also in



labor supply. By 2020, the number of employees is expected to increase by about 3.1% or about 28 thousand compared to 2014. Thus, in 2020 the number of employed population could exceed 912 thousand, while the share of employed population aged 15-74 may increase to 64 % ([https://www.em.gov.lv/files/tautsaimniecibas\\_attistiba/zin/2015\\_jun\\_lv.pdf](https://www.em.gov.lv/files/tautsaimniecibas_attistiba/zin/2015_jun_lv.pdf)). According to the medium and long-term labor market forecasts of the Ministry of Economics, the situation in the labor market will gradually continue to improve in the coming years - by 2022 the number of employees will increase by about 50 thousand, but the unemployment rate will decrease to 6%.

In order to perform the perspective evaluation of the study programs from the point of view of the interests of the Republic of Latvia, the Latvia Sustainable Development Strategy until 2030 (Latvia 2030) is used as the basic document. This document outlines the main problems related to the education system in the country, as well as the most important challenges in the field of higher education. In order for the Doctoral study program "Science of Law" to be able to develop and be sustainable, the Program Council has aligned the goals and objectives of the study programs with the directions of action described in the Latvia Sustainable Development Strategy. The following directions of the Latvia 2030 strategy are used in the development plan and implementation of the study program:

- The Latvian higher education system will not be able to exist by admitting only students from its own country (§ 64; p. 16);
- Access to good quality education due to both income inequality and territorially uneven demographic development becomes a serious long-term challenge (§ 65; p. 16);
- In the long run, Latvia competitiveness will depend on the connection of the education system with changes in the labor market and the ability to prepare people for work in changing conditions throughout their lives. (§ 66; p. 16);
- The goal of the 21st century education system is to strengthen an individual's skills for continuous learning and innovation. (§ 67; p. 17);
- Education is not only the accumulation of specific competencies and qualifications, but also a process of human talent, emotional and social intelligence and personality development. (§ 68; p. 17);
- Systematic co-operation of general education institutions with higher education institutions is becoming important, both in developing curricula and promoting the improvement of teachers' competence. (§ 72; p. 18);
- Special emphasis should be placed on adult life-long education. (§ 78; p. 20);
- Already, a large group of students in higher education institutions and colleges are people in the so-called non-traditional age group, who are over 23 years of age, so higher education institutions must move to adult education as a stable and necessary direction of their activity. (§ 80; p. 20);
- Higher education institutions need to follow local and global trends in the economy in order to be able to anticipate and offer study content and formats that will enhance the competitiveness of individuals and organizations in tomorrow's economy. (§ 80; p. 20);
- Higher education institutions can create programs that take place entirely in the e-environment. (§ 94; p. 22).

In order to analyze the competitiveness and compliance of the BIA Doctoral study program "Law Science" with the requirements of the labor market, a comparison was made with other similar programs in Latvia and Europe.

Comparing the Academy's Doctoral study program "Law Science" with other universities: School of Business Administration Turība (Latvia), Riga Stradiņa University (Latvia) and Mykolas Romeris University (Lithuania), it can be concluded that both similar and different criteria can be established, which is determined by the differences of the national law of the state, as well as the

development of the training of legal science specialists and the regulatory framework of higher education, as well as the field of the respective higher education institution specialization.

The duration of the program in all higher education institutions is 3-4 years, offering 120 full-time credits (180 ECTS) and part-time studies, Mykolas Romeris University (Lithuania) offering 160 full-time credits (240 ECTS). All programs are open to persons with an academic or professional master's degree in law or equivalent education. This is in line with the principle that doctoral studies are developed as the next higher level of education after obtaining a master's degree. All comparable programs stipulate that 1-3 doctoral exams must be taken.

At the same time, it should be noted that the Academy's Doctoral Study Program "Law" is wider in terms of the range of courses offered and includes both compulsory study courses that are mandatory for all doctoral students (Theory of Law and Legal Methodology, Higher Education Pedagogy and Higher Education Systems Development, research methodology, foreign language, as well as scientific and pedagogical practice and development of doctoral thesis (research work), as well as partially elective courses that allow deepening knowledge in the content and development trends of civil law, criminal science and international law, main theoretical and practical issues in the latest findings of legal doctrine. In addition, free choice study courses are offered, in which doctoral students can deepen their knowledge in accordance with the chosen specialization, which also promotes the development of a doctoral thesis in the respective sub-branch.

#### *Comparison with Mykolas Romeris University doctoral program*

Mykolas Romeris University (Lithuania)[1] was selected from the universities of the European Union for comparison. The choice was determined by many years of experience and also the similarity of the legal systems of these countries, which is a determining factor in the direct comparison of doctoral study programs in law.

Cooperation of Mykolas Romeris University of Lithuania with Vytautas Magnus University[2] implements the doctoral program "Science of Law" with the award of a doctoral degree in the field of law[3].

The aim of doctoral studies is to prepare scientists who are able to carry out scientific research and experimental (social and cultural) development and solve scientific problems independently.

A doctoral degree can be awarded to a person who has successfully completed a full-time (up to 4 years) or part-time (up to 6 years) doctoral program, has prepared and defended a doctoral thesis.

Doctoral studies include not only theoretical courses, but also scientific research, publication of scientific research results in academic journals, as well as preparation and defense of doctoral theses.

Branch of science - Social sciences 160 CP or 240 ECTS

Science sub-sector - Law (code S 001)

20 CP or 30 ECTS are compulsory study subjects, 140 CP or 210 ECTS are doctoral student's individual research.

Doctoral studies at Mykolas Romeris University consist of a compulsory and an optional part.

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#### **Study Courses**

#### **ECTS**

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<b>Compulsory Study Courses (Part A)</b>	<b>16</b>	
Research methodology and ethics		
Problems of legal philosophy	8	
<b>INDIVIDUAL RESEARCH</b>	<b>210</b>	
· Two scientific articles	·	
· Presentations at international research events	·	
· Research practice Pētniecības prakse		
· Doctoral theses development and defense		
<b>Elective Subjects (choose one):</b>	<b>6</b>	<b>ECTS</b>
Changes in the theory and practice of administrative law	·	
Trends in changes in the Administrative Procedure Law	·	
Modern criminal law: science and practice	·	
Criminal Procedure Law: modern scientific doctrine and practice	·	
Challenges of health law in the 21st century	·	
Development of civil law and current issues	·	
Regulation of labor relations in a changing market environment	·	
Problems of European Union law	·	
Law and technology	·	
Interpretation of the Constitution in a changing society	·	
Current issues in forensics	·	
Problems of criminology	·	
Problems of private international law	·	
Problems of public international law	·	
Development of the continental law tradition	·	
Modern concept of mediation	·	

Modern legal theory	.
Challenges and perspectives of business legal regulation	.
<b>Skill Development Subjects:</b>	<b>8</b>
Pedagogical practice/ High School Educational Didactics	4
Project Management	4
<b>Total</b>	<b>240</b>

1-2 years of theoretical studies of the doctoral study program, dedicated to in-depth research in the chosen field of science. During this period, the doctoral student must obtain not less than 20 CP (30 ECTS).

The rest of the time is allocated to the research part, during which at least 2 scientific publications must be prepared and the doctoral thesis must be developed.

There is no credit point system for doctoral studies in Lithuania study time, but only for theoretical study courses.

	<b>Baltic International Academy</b>	<b>Mykolas Romeris University/ Vytautas Magnus University</b>
Program Title	Science of Law	Law
Obtained scientific degree	Doctoral Degree in the Science of Law (Ph.D.)	Doctor Degree in Law
Requirements for previous education	Master's degree in Law or equivalent education in Law	Master's degree or equivalent education. The average mark in the Diploma Appendix is not lower than 7.
Type of program implementation and duration of studies	Full-time (3 years) studies	Full-time (4 years) studies and part-time (6 years) studies.
Number of credit points to be obtained	120 credit points (180 ECTS), of which: theoretical studies - in the amount of 36 CP and research work - in the amount of 84 CP.	20 CP (30 ECTS) are theoretical studies, 140 CP (210 ECTS) research work

Individual research and doctoral thesis	<ul style="list-style-type: none"> <li>• Development of doctoral thesis</li> <li>· At least three internationally cited publications on the topic of the dissertation</li> <li>· Presentations at at least two international conferences and seminars on the topic of the dissertation</li> </ul>	<ul style="list-style-type: none"> <li>• Development of doctoral thesis</li> <li>· at least two internationally cited publications on the topic of the dissertation</li> <li>· presentation at a scientific conference on the topic of the dissertation</li> </ul>
Acquisition of pedagogical skills	Pedagogical practice (6 CP) (8 ECTS)	Pedagogical practice (6 CP) (8 ECTS)
Division of the study program into blocks	1) compulsory study subjects 16 CP 2) partially elective study subjects 8 CP 3) free choice study subjects 6 CP 4) pedagogical practice 6 CP 5) research work 84 CP	1) compulsory study subjects 16 ECTS 2) alternative study subjects which are connected with the dissertation topic 6 CP (8 ECTS); 3) study subjects connected with pedagogical skills 6 CP (8 ECTS) 4) practice or internship at high schools abroad 5) research work 140 KP (210 ECTS)

Comparing the Academy's Doctoral study program "Science of Law" with similar doctoral study programs of European universities, it must be concluded that the scope of the Academy's study program, as well as the way of implementing the program, are similar. Thus, the Academy's program provides equal educational and research opportunities with universities in other European countries.

When comparing the program offered by the Academy, it should be concluded:

- The Doctoral study program "Science of Law" of the Academy is implemented taking into account the European experience and the existing standards of higher professional education;
- The content of the Doctoral study program of the Academy is mostly similar to the programs of European universities. The program corresponds to doctoral study programs in the field of Law;
- The Doctoral study program of the Academy is an original study program, which has been developed taking into account the interests of Europe and Latvia and the market situation;
- The Doctoral study program offered by the Academy provides the necessary level of theoretical knowledge and professional training, as well as provides students with the opportunity to acquire skills and competencies that would provide an opportunity to continue research and improve teaching in Latvia and Europe;
- despite the differences, there are opportunities for cooperation between the Academy and other European higher education programs in various fields (student exchange, exchange of guest lecturers, cooperation in research and study projects).

Conclusion: The Academy's Doctoral Study Program "Science of Law" and the analysis of foreign analogous study programs show that the structure and nature of study courses comply with national and international educational standards.

The content and organization of the program in these higher education institutions is similar to the

distribution of the Academy's study program in thematic areas, but the main differences are due to the fact that the study program of the Academy has a broader module of scientific and pedagogical skills, namely, more study courses in the compulsory general education part of studies, and a more detailed structured choice of study courses in specialization directions. In general, the Academy's Doctoral study program is well-balanced and provides the necessary knowledge and skills in the field of law, which correspond to the level of doctoral studies.

The Doctoral study program "Science of Law" of the Academy has been compared with two study programs of the Latvia School of Business – High School of Business Administration Turība and Rīga Stradiņš University.

#### *Comparison with the doctoral program of High School of Business Administration Turība*

Comparing the Doctoral study program of the Academy "Science of Law" with the program implemented by the High School of Business Administration Turība (BAT)<sup>[4]</sup>, several important components that are common to both programs are revealed, as well as differences that prevent the substitutability of these programs.

Description of BAT Doctoral Program "Science of Law": The amount of credit points is 120 credit points (180 ECTS). Duration of studies - 3 years. Study form - full-time studies. Degree to be obtained - Doctor's degree in Law (Ph.D)<sup>[5]</sup>. Doctoral studies at BAT consist of a compulsory and an optional part.

Study courses	CP
<b>Compulsory study courses (Part A)</b>	<b>100</b>
Problems of legal theory	8
Problems of legal history	4
Participation in the implementation of bachelor's and master's study programs	8
University pedagogy and management	4
Foreign language	2
Development of doctoral thesis	74
<b>Elective subjects (Part B)</b>	<b>20</b>
Civil law	20
Forensics and theory of law enforcement activity	20
Criminal law	20
International law	20
Theory and history of law	20

National law	20
Total:	<b>120</b>

The same duration of studies, number of credit points, degree to be obtained should be indicated as the common for both programs. A significant difference between the two programs is revealed in their orientation. BAT mainly focuses on the analysis of legal theories, legal history and state law, civil law, criminal law and international law. On the other hand, the Doctoral study program of the Academy envisages much wider opportunities not only to acquire partially elective courses, but also to specialize in criminal procedure law, civil procedure law, money laundering and terrorism prevention (choosing partially elective courses), as well as to deepen knowledge in free choice courses according to specialization. The above mentioned allows us to claim that the Doctoral study program of the Academy creates an opportunity for wider and more in-depth studies in the field of doctoral research interests.

Comparison of study programs:

	<b>Baltic International Academy</b>	<b>High School of Business Administration 'Turība'</b>
Program Title	Science of Law	Science of Law
Obtained scientific degree	Doctoral Degree in the Science of Law (Ph.D.)	Doctoral Degree in the Science of Law (Ph.D.)
Requirements for previous education	Master's degree in Law or equivalent education in Law	Master's degree in Law or professional Master's degree, or equivalent education

The aim of the program	The aim of the doctoral study program is to implement higher level studies in law for the preparation of highly qualified law scholars, for further development of science in Latvia and international context, providing opportunities to: deepen knowledge and research skills at the theoretical level of law, with special emphasis on research in the chosen sub-branch; to increase research competencies in preparation for the performance of independent scientific research work, as well as to provide an opportunity to qualitatively develop a doctoral thesis. Among other things, the program is focused on preparing qualified law scientists for academic (pedagogical) work.	The aim of the program is to prepare legal science researchers who are oriented towards the European market and are ready to compete on a European scale. To meet this aim, it is planned to attract specialists from other partner universities in Europe in the future.
Type of program implementation and duration of studies	Full-time (3 years) studies	Full-time studies, 3 years
Number of credit points to be obtained	120 credit points (180 ECTS), of which: theoretical studies - in the amount of 36 CP and research work - in the amount of 84 CP.	120 credit points out of which: 74 CP doctoral theses development, 8 CP participation in the implementation of bachelor's and master's programs, 38 CP study courses
Individual research and doctoral theses	1) doctoral theses development 2) at least three internationally cited publications and presentations at two international conferences and seminars	1) doctoral theses development 2) two internationally cited publications or presentation at international conferences
Acquisition of pedagogical skills	Pedagogical practice (6 CP) (8 ECTS)	participation in the implementation of bachelor's and master's programs (8 CP)



Division of the study program into blocks	1) compulsory study subjects 16 CP 2) partially elective study subjects 8 CP 3) free choice study subjects 6 CP 4) pedagogical practice 6 CP 5) research work 84 CP	1) general compulsory study courses 18 CP 2) participation in the implementation of bachelor's and master's programs 8 CP 3) specialization study courses 20 CP 4) Doctoral theses development 74 CP
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#### *Comparison with Riga Stradiņa University doctoral program*

Comparing the Academy's Doctoral study program "Law" with the program implemented by Riga Stradiņa University (RSU)[6], several important components that are common to both programs, as well as differences that prevent the substitutability of these programs, are revealed.

Description of RSU Doctoral study program "Science of Law": Amount of credit points 120 credit points (180 ECTS). Duration of studies - 3 years. Study form - full-time studies. Degree to be obtained - Doctor's degree in law (Ph.D.)[7]. Doctoral studies at RSU consist of a compulsory and an optional part:

Study courses	CP
<b>Compulsory study courses (Part A)</b>	<b>94</b>
Methodology of scientific activity	2
Social legal problems	4
Legal policy	2
Research ethics	2
High School pedagogy	2
Foreign language in jurisprudence (doctoral examination in a foreign language)	8
Individual research work:	
o independently prepared and conducted practical lesson,	
o independently prepared and read a lecture,	
o students' scientific (master's, bachelor's) paper supervised	
Individual scientific research work	74
<b>Compulsory elective study courses (Part B)</b>	<b>20</b>

International Law: o Problems of International Law o Problems of Private International Law	10
Civil Law: o Civil Law Problems o Problems of Civil Procedure o Problems of Medical Law	10
Criminal Law: o Criminal Law problems o International Criminology	10
Administrative Law	10
<b>Free Choice Part</b>	<b>6</b>
Sociology of law	4
Philosophy of law	4
Legal axiology	2
Development of scientific articles / Scientific language	2
<b>Total:</b>	<b>120</b>

The same duration of studies, number of credit points, degree to be obtained should be indicated as the common for both programs. A significant difference between the two programs is revealed in their orientation. RSU mainly focuses on the analysis of international, civil law and criminal law issues. The specialization in social, medical, as well as police and international law includes leading methodological principles, principles of research work organization and management, and acquisition of pedagogical skills in order to obtain internationally comparable competence and an internationally comparable doctoral degree in law. On the other hand, the Doctoral study program of the Academy envisages much wider opportunities not only to acquire partially elective courses, but also to specialize in criminal procedure law, civil procedure law, money laundering and terrorism prevention (choosing partially elective courses), as well as to deepen knowledge in free choice courses according to specialization. The above allows us to claim that the Doctoral study program of the Academy creates an opportunity for wider and more in-depth studies in the field of doctoral research interests.

Comparison of study programs:

	<b>Baltic International Academy</b>	<b>Rīgas Stradiņš University</b>
Program Title	Science of Law	Science of Law
Obtained scientific degree	Doctoral Degree in the Science of Law (Ph.D.)	Doctoral Degree in the Science of Law (Ph.D.)

Requirements for previous education	Master's degree in Law or equivalent education in Law	Master's degree in Law or professional Master's degree, or equivalent education
The aim of the program	The aim of the doctoral study program is to implement higher level studies in law for the preparation of highly qualified law scholars, for further development of science in Latvia and international context, providing opportunities to: deepen knowledge and research skills at the theoretical level of law, with special emphasis on research in the chosen sub-branch; to increase research competencies in preparation for the performance of independent scientific research work, as well as to provide an opportunity to qualitatively develop a doctoral thesis. Among other things, the program is focused on preparing qualified law scientists for academic (pedagogical) work.	<ul style="list-style-type: none"> <li>· To develop and prepare to defend a scientific qualification paper for obtaining a doctoral degree in law; to provide doctoral students with opportunities to acquire knowledge, skills and attitudes that would allow them to successfully conduct scientific research in the field of law</li> <li>· To train highly qualified legal scientists who are able to compete in the local and international legal science market</li> </ul>
Type of program implementation and duration of studies	Full-time (3 years) studies	Full-time studies, 3 years
Number of credit points to be obtained	120 credit points (180 ECTS), of which: theoretical studies - in the amount of 36 CP and research work - in the amount of 84 CP.	120 credit points, of which: 74 CP doctoral theses development, 46 CP study courses
Individual research and doctoral theses	1) doctoral theses development 2) at least three internationally cited publications and presentations at two international conferences and seminars	1) doctoral theses development 2) Publications in internationally peer-reviewed scientific journals, or confirmation of acceptance of a publication for publication 30 3) Publication in a peer-reviewed scientific publication in Latvia, or confirmation of acceptance of the publication for publication
Acquisition of pedagogical skills	Pedagogical practice (6 CP) (8 ECTS)	

Division of the study program into blocks	1) compulsory study subjects 16 CP	1) general compulsory study courses 20 CP
	2) partially elective study subjects 8 CP	2) Specialization study courses 20 CP
	3) free choice study subjects 6 CP	3) Free choice part 6 CP
	4) pedagogical practice 6 CP	4) doctoral theses development 74 CP
	5) research work 84 CP	

The Doctoral study program offered by the Academy corresponds to the study level and is compatible in the context of similar programs.

The visible differences in the content of the different programs cannot be considered as shortcomings of these programs, but only as a differentiated approach to achieving the objectives of the programs. Diversity is needed, especially in the context of mutual cooperation, participation in scientific conferences and seminars organized by higher education institutions, publication in collections of scientific articles of higher education institutions, in order to supplement scientific ideas and results from a different point of view. Although there are some differences between the programs of comparable higher education institutions, as a result of the comparison the principal similarity of the Doctoral study program of the Academy with them has been established.

### Changes in the Study Program

It should be noted that doctoral level study programs are not characterized by rapid change. This can be explained by the specifics of doctoral level study programs, which are based on the individual research nature of these programs. However, the passage of time, industry news and other circumstances determine the need for regular updating of the program. In order to be able to do this, the Program Council develops a project on the need to make changes in the study program of the study field.

The changes made in the content and plan of the doctoral study program are comparatively included in in Appendix **Comparative table of Program content (plan)**.

Changes in the content and plan of the study program have been made in response to external circumstances, including changes in the normative regulation of doctoral study programs at BIA, as well as evaluating the need to update the program, feedback and suggestions of students, graduates and their employers.

The program has undergone structural changes in the content of the doctoral program. Thus, before the changes were made, the distribution and the amount of credit points applied had been changed.

The total volume of the study program remains unchanged and consists of 120 CP, but separate changes have been made in the content and volume of the program courses, in the interaction of the content components of the program in order to improve the study program, guided by the need to update the program in accordance with the most current trends in the field of law, as well as referring to the feedback and suggestions of students, graduates and employers. The changes made can be described as follows:

1. The total amount of Part A courses has been increased by 4 CP, which allows to increase the offer of theoretical courses:
  - The study course "Problems of the Theory of Law" has been replaced by the study course Theory of Law and Legal Methodology, increasing its volume by 3 CP. Such changes have been made in recognition of the fundamental need for legal theory and legal methodology for in-depth theoretical research in the field of law. The content of

the new study course emphasizes not only the problems of legal theory, but also a deeper philosophical approach to law, problem aspects of legal methodology and global trends in the development of law;

- The title of the study course “Methodology of Scientific Cognition” has been changed to “Methodology of Scientific Activity and Research”, at the same time increasing its amount by 1 CP. The increase in the volume and the consistent expansion of the study course content have been carried out in response to the suggestions of students and graduates to focus more deeply on research methods typical of law. The study course on scientific methodology included in the study plan is divided into profiled modules with the aim to provide in-depth acquaintance with the methodology of scientific research in law, the theory of conducting scientific research and the acquisition of methodology;
  - The title of the study course “University Pedagogy and Transformation of Higher Education Systems” has been changed to “University Pedagogy and Development of Higher Education Systems”, at the same time increasing its amount by 1 CP. Such changes have been made in the knowledge that a relatively long time has passed since the transformation of the Latvia higher education system, which was started after the restoration of Latvia's independence, thus the higher education system has largely integrated into the European Bologna-based framework and the importance of the relevant part has disappeared. The content of the study course was also revised, with less emphasis on the processes of higher education transformation, but on deeper issues of higher education pedagogy and the development trends of higher education. Such an approach will be able to ensure the acquisition of the basics of higher education pedagogy, including the latest trends and development aspects.
2. Partially elective, that is, the specialization course (Part B) module has undergone two changes. Primarily, the range of specialization courses has been expanded to include study courses on the problem of money laundering and terrorism prevention, of which the student must acquire one, according to the sub-branch of the chosen specialization course. Secondary, specialization courses in forensic science are excluded from the study program, due to the fact that so far these courses have not been demanded.
  3. The block of free choice study courses (Part C) has been supplemented with three new study courses: “Sociology of Law”, “Development of Scientific Articles” and “Data Analysis and Statistical Methods” with the aim of developing students' research capacity and skills. The last two new courses will additionally ensure the quality of doctoral students' scientific research, strengthen the skills of preparing scientific publications, which correspond to the level of the doctoral study program and the need to prepare doctoral students for high-quality in-depth theoretical research. As well as referring to the multiple suggestions of students and graduates, the study course “Case Law” has been replaced by the study course “Civil Law II”, expanding the material to be acquired within the study course, adapting more flexibly to students with different competencies and interests in the aspect of in-depth acquisition of the chosen specialization. Also, due to the lack of interest and demand, the study course “Intellectual Property Rights” has been excluded from the program.
  4. In the part of practical competencies and skills of the study program, the changes have affected both the amount of credit points and the distribution of credit points. First of all, the content of this section of the study program has been revised, supplementing the volume of this part of the study program by 2 CP. Acquisition of practical skills is divided into three parts, providing that the doctoral student must acquire pedagogical practice in the amount of 6 CP in three of its study semesters. The three parts are divided proportionally according to the study plan, which has not been done so far. Practice programs have been specified, which in addition will also ensure the acquisition of knowledge, abilities and competencies in

practical pedagogy and the real study process. New requirements of pedagogical practice will correspond more to the level of the doctoral study program and the need to prepare doctoral students for participation in the study process, will be able to introduce future lecturers to the knowledge of pedagogy, envisaging a larger practical part.

5. For other study courses, for example, "Legal Foreign Language", the titles and / or the amount of CP have been clarified, supplementing the amount of the study course accordingly or reducing it.
6. The main part of the program content is considered to be the doctoral student's scientific research work, which consists of the development of the doctoral thesis and the public approbation of the results achieved in the course. The total amount of this program has been reduced by 6 CP, which cannot be considered as significant changes. By reducing the share of the student's research work (in the total amount of CP provided for the draft of doctoral thesis), an opportunity was found to supplement the program by strengthening the acquisition of fundamental research and theoretical knowledge and skills, which unequivocally raises students' capacity and positively affects the student's research work.
7. Taking into account that the implementation of the Doctoral study program is intended not only in the state language, but also in English for foreign students, in accordance with Section 56, Paragraph 3, Clause 2 of the Education Law, in addition to the study plan of the Doctoral program, compulsory acquisition of the state language is provided for foreign students, envisaging their implementation with the study course *Latvian Language for Foreign Students*. The study course is implemented in the amount provided for in regulatory enactments - 2 CP and is obligatory for all foreign students of the program, as well as forms a mandatory precondition for graduating from the Doctoral study program, although it is not included in the total credit points of the study program. This requirement only applies to foreign students.

Analyzing the changes made in the program, it is acknowledged that the changes made in the program as a whole are not considered significant. However, they will allow to improve the content of the program and the quality of its implementation, as they are related to the optimization of course planning, compliance with regulatory requirements and the need to respect objective criticism of students, graduates and employers and their suggestions for the program improvement.

The update is applicable not only to the study program and its planning in general, but also to the study courses included in it. One can get acquainted with the description of the courses included in the Study Program in Appendix ***Descriptions of study courses***.

At the meeting of the Doctoral Program Council (at least twice a year) a discussion is held on the content of the program, its improvement in accordance with the industry, scientific development and labor market trends. Every year the content of the study courses of the Doctoral study program "Science of Law" is updated in accordance with the requirements of the field and the development trends of science. The content of study courses is regularly updated, following the latest scientific trends and law enforcement practice.

The study courses of the doctoral study program have been updated by developing the aims of the courses, improving the content of the course, defining clear evaluation criteria, as well as including the latest literature sources. The information included in the study courses follows from the goals of the study course and the outcomes to be achieved, which in turn follow from the goal of the program and the outcomes to be achieved. The connection is clearly visible from the study program mapping. Each study course ensures the acquisition of 1 to 5 achievable results of the program. At least 1 study course corresponds to each achievable result of the program, but on average they are 5 or more courses. Compliance with labor market trends and the requirements of the professional environment is ensured by the co-operation of the Program Council with the professional teaching

staff to be involved in teaching study courses. Compliance with scientific requirements is ensured by the participation of lecturers in international scientific conferences and the publication of research in scientific publications. Students of the program are also involved in scientific work.

During the study year 2019/2020, the last changes were made in the content and plan of the Doctoral study program (Minutes No. 12 of the Program Council Meeting from 25.09.2019). The project was submitted to the Senate of the Academy for discussion and on 23.10.2019. was approved at the Senate Meeting (Minutes No. 140).

Thus, it is acknowledged that both the overall content of the program and the content of individual courses are updated actively enough and to the extent necessary to constantly meet the need to ensure an up-to-date study offer that meets both regulatory requirements and modern requirements of legal research and practical applicability.

Summarizing the above about the study process in the Doctoral study program "Science of Law" it must be concluded that the structure of the program is logical / consistent and conscientiously centered, promoting independent research activities and purposeful development of practical skills that meet the requirements and principles of law. The changes made in the program correspond to modern current needs. The study programs and the study courses developed in it correspond to the modern development tendencies of law and offer competitive education

[1] Mykolas Romeris University | MRU | [mruni.eu](http://mruni.eu)

[2] VDU - Vytauto Didžiojo universitetas

[3] Social Innovations Doctoral School - MRU ([mruni.eu](http://mruni.eu))

[4] Biznesa augstskola Turība - Biznesa augstskola Turība ([turiba.lv](http://turiba.lv))

[5] Tiesību zinātne - doktora studiju programma ([turiba.lv](http://turiba.lv))

[6] Doctoral Studies | RSU

[7] Juridiskās zinātnes | RSU

**2.2. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators, the relation between the aims of the study course/ module and the aims and intended outcomes of the study programme. In case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels.**

The doctoral study program "Science of Law" is a study program developed in accordance with the Law on Higher Education Institutions, the Law on Scientific Activity, Cabinet of Ministers Regulation No. 1001 "Procedures and Criteria for Awarding a Doctoral Degree (Promotion)" and the regulations of the Baltic International Academy.

Acquisition of the study program is planned in full-time format for 3 years (6 semesters) in the period of 120 CP (180 ECTS) credit points. Credit points are counted for each acquired study course (as well as for practice and scientific research work), if the assessment in the examination or achieved is positive. Acquisition of the study program is planned in the form of contact hours and

independent work. The importance and responsibility of students' independent work in the acquisition of study content has been increased.

Analyzing the connection of the planned results of the study courses with the results to be achieved in the Doctoral study program "Science of Law", a mapping of the study courses included in the program was performed. Obtaining the mapping results (in the appendix: Mapping of Study Program), it was concluded that the planned results of the study courses included in the study program fully correspond to all the results to be achieved by the study program.

The study course programs envisage the development of critical understanding and the ability to critically analyze theories of legal science, as well as to evaluate their suitability in both research and practical activities; the ability to independently put forward a research idea, plan it, structure and conduct large-scale scientific research, sharing achievements in publications, conferences, discussions, seminars, etc.

Also, some of the study courses focus on the ability not only to independently conduct original research in law, but also to motivate to explain and represent the results of their research, including at the international level; to discuss the topical issues of legal science with arguments in a way that is perceptible both to specialists and to the general public; lead and / or coordinate multidisciplinary teams and / or work and collaborate in an international context for research; to encourage and implement changes in the field of law and, as far as possible, in the society as a whole, for the efficient functioning of the state and society.

Research methodology oriented study courses envisage the ability to understand and apply scientific principles in higher level research and the ability to independently and correctly develop research in law in accordance with the basic principles of scientific research and ethical principles. Thus, it can be concluded that by concluding the study program, the graduate will have achieved all the study results provided for in the study program. Study results are defined for each study course, which forms a unified study program and forms common study results.

For each type of study implementation, the specified feedback measures are assigned - what kind and when students are informed about the evaluation of their study results.

The quality control and analysis of the implementation of the study process, teaching and acquisition of the study content is regularly performed by the program director and the Doctoral Council.

The study program consists of study courses, the planning and content of which are closely connected with the aim and objectives of the program. The planning and content of the study program are aimed at achieving the results of the program.

The achievement of the study results indicated in the section "Knowledge" of the program results is ensured as follows:

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## **KNOWLEDGE**

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*expanded knowledge of the development trends of law in Latvia, Europe and the world, understanding of current theories and findings in law*



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The acquisition of the necessary knowledge is, first of all, provided by courses designed for the development of scientific research capacity in the specialty, as well as for the acquisition of a foreign language, which is an important aspect of working with foreign sources at a sufficient level. These are the following courses: *Scientific and Research Methodology* and *Legal Foreign Language*. The acquisition of the necessary knowledge and acquaintance with current events in legal theory and modern approaches and findings in methodology is ensured by the following courses: *Theory of Law and Legal Methodology* and in the sub-branch - *Specialization Course* from Section B and *Advanced Specialization Course* from Section C.

Comprehension is also ensured by scientific research work: identification and analysis of doctoral thesis sources, doctoral thesis writing

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**S02:** *in-depth knowledge and understanding of the research methodologies applied in legal science and aspects of the application of research methods*

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The acquisition of the necessary knowledge is ensured by the theoretical study courses, which are focused on knowledge about research in law. These are the following study courses: *Theory of Law and Legal Methodology*, *Data analysis and statistical methods*. It should be noted that the acquisition of the necessary knowledge is also ensured by the student's research work, which in itself includes the improvement of relevant knowledge in methodology, as well as the practical application of knowledge management of modern research methods, without which it is impossible to conduct research, write a doctoral thesis, as well as publish the research results.

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**S03:** *understanding of the importance of legal science research and the use, applicability and effectiveness of research results for the development of the field of justice, including in the context of comparative legal policy, as well as for the improvement of studies in the field of legal science*

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Due to the objective of the study program to promote complex scientific research and interdisciplinary research, the program is oriented towards the student's understanding that the science of law exists and functions in the common system of sciences. Promoting the development of appropriate understanding is not provided by every theoretical course in the field and sub-branch: *Theory of Law and Legal Methodology*, *Methodology of Scientific Activity and Research*, *Higher Education Pedagogy and Development of Higher Education Systems*, *Specialization Course* from Section B, *Advanced Specialization Course* from Section C, *Law Sociology* and also the doctoral student's *scientific research work*, which the doctoral student performs independently under the supervision of the scientific supervisor, conducting research in the chosen topic, developing a doctoral thesis, publishing their research results.

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**S04:** *understanding of the importance of legal science research in the development of society, as well as the use of research results in the general context of society development, as well as understanding of the interdisciplinary approach to research in the broader aspects of effective development of science*

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The acquisition of skills in the practical field of effective transfer of research results and to the Study of Law, improving its content and form, is ensured by such study courses, which develop an understanding of the significance, necessity, forms and techniques of such transfer. These are the following study courses: *Higher Education Pedagogy and Development of Higher Education Systems*, *Development of Scientific Articles*, *Data Analysis and Statistical Methods*, three *Pedagogical Practices* within the frames of the program.

The achievement of the study results indicated in the section "Skills" of the program results is

ensured as follows:

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## SKILLS

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**S05:** *to independently choose and apply research methods appropriate for legal science research in order to perform independent research activities in the chosen field, including in an international comparative context*

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In order to successfully carry out research work, it is important to orientate oneself freely in scientific methods, to develop skills to choose the necessary methods correctly, as well as to acquire and develop skills to use them accordingly. For these purposes, the program provides the following theoretical courses: *Theory of Law and Legal Methodology, Methodology of Scientific Activities and Research, Development of Scientific Papers, Data Analysis and Statistical Methods*. After mastering the theoretical courses, the improvement of the acquired skills continues in the doctoral student's individual scientific research work.

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**S06:** *to critically analyze scientific theories and findings, as well as to apply theoretical and empirical substantiations for the evaluation and solution of legal problems*

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As with the description of the previous study outcome (S05), it can be summed up that the effective and successful performance of research activities is not objectively possible without developed skills to critically analyze scientific theories and knowledge, moreover, skills are especially important for solving legal issues at the theoretical level to apply theoretical and empirical grounds for the evaluation of the problem. The following theoretical courses are provided for the development of the mentioned skills: *Theory of Law and Legal Methodology, Methodology of Scientific Activities and Research, Development of Scientific Articles, Data Analysis and Statistical Methods*. After mastering the theoretical courses, the improvement of the acquired skills continues in the doctoral student's individual scientific research work.

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**S07:** *to independently carry out extensive original research in law, motivated to explain and represent the results of his / her research, including at the international level*

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Due to the objective of the study program to develop the ability to independently conduct scientific research, which summarizes the preparation of the doctoral thesis and forms the largest part of the doctoral program, this skill is developed in all study courses dedicated to in-depth study of current issues. These are: *Theory of Law and Legal Methodology, Methodology of Scientific Activity and Research, Specialization Course* from Section B, *Advanced Specialization Course* in Section C, also *Data Analysis and Statistical Methods* and *Development of Scientific Articles*, which also provide skills in developing scientific publications.

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**S08:** *to discuss the topical issues of law both with specialists and in a way that is perceptible to the general public*

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As with the description of the previous study outcome (S07), this study outcome can be summarized as the fact that effective and successful performance of research activities is objectively impossible without developed skills to argumentatively discuss current scientific issues, therefore, the study courses mentioned in the previous part provide this skill acquisition.

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**S09:** *to use topicalities of the field of specialization for the improvement of the study process and content in law*

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In order to ensure the effective transfer of research results in the field of practical applicability, one of the most effective ways is to include these results in the studies of the respective study programs. The development and improvement of this skill is ensured by the following courses included in the study program, which are related to the development of pedagogical skills of higher education institutions: *Higher education pedagogy and development of higher education systems*, the block of pedagogical practice envisaged in the program.

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**SO10:** *manage and / or coordinate industry and multidisciplinary teams and / or work and collaborate in an international context for research*

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Emphasizing the need to develop students' understanding that Law exists and functions in a common science system and is not isolated, as well as the need for a cross-border dimension in law research, the development of interoperability and communication skills is envisaged in all study courses which implement them within their framework and areas.

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**SO11:** *to encourage and implement changes in the field of legal science and as far as possible in the society as a whole, for the efficient functioning of the state and society*

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Emphasizing the fact that the doctoral student's independent research is the main component of any doctoral study program, the appropriate skills to initiate and implement change and improve the functioning of society through scientific contributions are provided by all study courses in the program, each within its own framework and areas.

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**SO12:** *to independently promote their scientific development by raising the level of scientific qualification*

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Taking into account that all activities and measures in the process of acquiring a doctoral study program significantly increase the level of doctoral students' scientific qualification, all study courses included in the doctoral study program are applicable to the development of this skill.

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The achievement of the study outcomes indicated in the section "Competences" of the program results is ensured as follows:

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## **COMPETENCES**

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**SO 13:** *to independently organize and implement research activities in the field of law, independently put forward a research idea, plan, structure and perform the results, their critical evaluation*

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In order to carry out a successful and efficient research, it is important to identify the current problems and to put forward a concentrated research idea and choose its implementation models. Recognizing the importance of this element for research activities, the development and improvement of this competence is envisaged in those study courses that are dedicated to the acquisition of research methods and research of current events in the field and sub-field. These are: *Scientific Activity and Research Methodology, Development of Scientific Papers, Data Analysis and Statistical Methods, Legal Theory and Legal Methodology, Specialization Course* from Section B, *Advanced Specialization Course* from Section C. After mastering the theoretical courses, the improvement of the acquired competence continues in the doctoral student's individual *scientific research work* and his / her research activities.

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**SO14:** *to plan, organize, manage, implement and supervise scientific research projects in law and / or participate in their implementation*

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As with the description of the previous study outcome (So13), it can be summarized that this competence is an integral component of any research activity and such competence is provided by the study courses mentioned in the previous part.

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**SO15:** *to implement the interpretation of the results (achievements) of legal science and research in the field of practical application, solving complex problems of law application, as well as implementing them in the educational process in higher education institutions*

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The development of theoretical-based research problem-solving competence in the field of justice is ensured by the following study courses: *Theory of Law and Legal Methodology, Development of Scientific Articles, Data Analysis and Statistical Methods*. After mastering the theoretical courses, the development of the developed competence continues in the doctoral student's individual scientific research work. Acquisition of the competence for transfer of scientific research achievements to practical applicability in the field of law is ensured by the following study courses: *Theory of Law and Legal Methodology, Methodology of Scientific Activities and Research, Development of Scientific Articles, Data Analysis and Statistical Methods*, block of *Pedagogical Practice*.

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**SO16:** *to independently create the study content, teaching methodological tools, to apply various teaching (study) methods and to manage the study process by organizing, self-improving*

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According to the objective of the program to develop pedagogical skills, combining theoretical studies with the acquisition of pedagogical and study methodological work skills, acquiring and improving the ability to independently develop study courses and lead study classes at any level of study programs, students are provided with the opportunity to develop appropriate competencies : *University pedagogy and development of higher education systems*, as well as the block of *Pedagogical Practice* envisaged in the program.

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**SO17:** *to independently promote the improvement of one's competencies and specializations, independently acquire new competencies and improve one's researcher's personality*

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Appropriate competence required for scientific research is developed in all study courses within the frames of the program.

Achieving the performance indicators, the program also ensures the fulfillment of the objectives of the program and the achievement of the goal, i.e. an opportunity to deepen knowledge and skills at the theoretical level of law, with a special focus on developmental research in the chosen sub-field has been provided; an opportunity to increase research competencies in preparation for the performance of independent scientific research work has been provided, as well as an opportunity to qualitatively develop a doctoral thesis has been provided. Graduates of the program are highly qualified Law scientists who are prepared for academic work at universities, scientific and organizational work for further scientific development in the Latvia and international context, as well as for relevant work in practical jurisprudence.

Doctoral study programs are closely related and influence the direction of other programs: academies and professional master's study programs "Law", academic bachelor's program "Law". The doctoral study program continues studies in several master's study program courses, which concern civil law, criminal law and international law as sub-branches of legal science. Master's study programs prepare for studies at the doctoral program level, providing basic knowledge in scientific research and university didactics, deepening knowledge and competences in legal theory

and legal methodology, developing master students' skills to prepare publications and approbation of research results by presenting reports at conferences. The Bachelor's program in Law also provides basic knowledge of law, which in general creates a strong research environment in the field of law and motivation for research, including preparation for doctoral research. One of the achievements of the Doctoral study program "Science of Law" is a strong interaction in the pedagogical activities of the programs: compulsory organization of 2nd year doctoral seminars in master's study programs "Law", review of bachelor's papers, as well as co-management of master's theses in both academic and professional master's study programs "Science of Law". Such interaction allows not only to acquaint bachelors or master students with the most important discoveries, theories and findings of law, but also to motivate students to continue their studies in doctoral studies. It should be noted that in the lately from the beginning of the spring semester of 2019 to 2021, 3 graduates of the Academy entered the doctoral program (this is 30% of the total number of applicants who entered the doctoral program in the academic year 2019/21).

However, not only the educational modules are coordinated with other BIA educational programs, but also the directions of scientific research in doctoral studies influence other levels of BIA education. Taking into account that the Doctoral study program "Law" is implemented in three directions, the scientific direction of the doctoral program in the Civil Law sub-branch of Law, the Criminal Law sub-branch of Law and the International Law sub-branch of Law. Within the framework of the mentioned sub-branches, research is carried out in Latvia, the EU, as well as worldwide. These scientific fields are reflected in doctoral students' research and their doctoral theses.

Also, doctoral students need to participate in the pedagogical practice of the university, where they introduce students to the results of their research, among other things, in lectures and seminars. Some of the BIA teaching staff successfully completed the BIA doctoral study program and continue to work on the development of doctoral theses, for example, I. Tsvetkova, H. Ozolina, R. Bilsena. T. Jurkeviča, lecturer of the Academy, as the supervisor of the doctoral theses "Unclassified Agreements in the Field of Civil Law of Kazakhstan, Latvia and Germany: Comparative Legal Analysis" defended by Salavata Dilmuhametova in 2018, uses the research materials in the courses dedicated to Law of Liabilities and Commercial Law.

The influence of doctoral students' studies on the field programs can be seen in the aspect that in the preparation of bachelor's and master's theses, conducting research at the appropriate level on similar topics, doctoral students' publications, conducted lectures and seminar materials are used.

Representation of doctoral students' research results within the scientific directions of the doctoral study program at BIA conferences, discussion panels, seminars with the participation of BIA lecturers, as well as joint publications of BIA doctoral students and lecturers, influence the overall level of BIA bachelor's and master's education.

**2.3. Assessment of the study implementation methods (including the evaluation methods) by providing the analysis of how the study implementation methods (including the evaluation methods) used in the study courses/ modules are selected, what they are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The study program is intended for 3 study years (6 semesters) for full-time studies. The amount of doctoral student's work must correspond to at least 120 CP (180 ECTS). Theoretical studies - in the

amount of 36 credit points and research work - in the amount of 84 credit points. Language of instruction of the study program: Latvian, English

Each doctoral student is approved by the supervisor of the doctoral thesis, who must have a doctoral degree. Professors and associate professors of other higher education institutions, as well as other persons with a doctoral degree in law may also be invited as scientific supervisors.

The supervisor of the doctoral thesis advises the doctoral student on the issues of the doctoral thesis development, preparation of scientific publications and participates in the control of the implementation of his/her individual plan.

According to the doctoral study program, each doctoral student together with the supervisor (possibly also a consultant) develops an individual work plan by years, using the uniform form specified in the BIA doctoral regulations (approved at the BIA Senate meeting on April 19, 2011). In turn, not later than one month before the end of each study semester, the doctoral student submits a report to the director of the doctoral study program on the implementation of the individual plan of the respective study semester and the individual plan of the next study semester.

Acquisition of the study program is controlled by the Doctoral Program Council, in which the director of the doctoral program and the scientific supervisor of the doctoral thesis participate.

The Doctoral Council is a collegial management institution that supervises the implementation of the program and the purpose of which is to promote the fulfillment of the goals and objectives formulated in the doctoral study program, as well as to promote the improvement of the quality of doctoral activities. The composition of the Doctoral Council consists of not less than three doctors of the relevant sciences, the director of the doctoral study program and one representative of the doctoral students. If necessary, high-level specialists in the field and a student representative are invited to the Doctoral Council. The composition of the Doctoral Council is approved by the BIA Senate.

The Doctoral Council evaluates the implementation of doctoral study programs; decides on the content of study programs and necessary amendments; examines the candidates of the supervisors of doctoral theses and proposes to approve the supervisors of doctoral theses; examines the individual plans of doctoral students and decides on their approval; examines doctoral students' reports on study and research results and decides on their approval; organizes seminars for doctoral students; organizes the evaluation of the doctoral thesis project, etc.

The doctoral study program consists of study courses and individual work of doctoral students, the main content and objective of which is the development, elaboration and completion of independent research work with obtaining scientifically original and verified results in the chosen sub-branch of law.

Within the study program, the doctoral student must complete and provide records of:

1. Acquisition of compulsory study courses (A), obtaining 16 credit points;
2. Acquisition of partially elective study courses (B), obtaining 8 credit points;
3. Acquisition of free choice study courses (C), obtaining 6 credit points;
4. Acquisition of scientific and pedagogical practice (A), obtaining 6 credit points;
5. Development of research work (A), obtaining 84 credit points.

BIA doctoral studies can specialize in criminal law, civil law, or international law, choosing the offered partially elective and free choice study courses, respectively.

In BIA doctoral studies there is a so-called "Umbrella program", because in the first year of study doctoral students acquire the compulsory study courses provided within the frames of the program,

but starting from the second year of study doctoral students can specialize in criminal law, civil law or international law, choosing the partially elective study courses, free choice study subjects and the direction of their research work.

The doctoral study program is designed to be able to achieve the set goals of the study program, which is achieved by achieving the results of individual study courses, observing the principles of student-centered education in the study process, ensuring an individual approach. When implementing the study program, various study methods are used:

- lectures - theoretical in nature with elements of active study methods;
- seminar classes with discussions on current issues in law (theory and research);
- independent work - reports, essays, analysis of scientific articles, preparation of scientific articles, preparation of a presentation for conferences, preparation of a legal opinion,
- practicum that allows approbation of the acquired knowledge in the practical environment - scientific and pedagogical practice.

Within the framework of each study course, different study methods and forms are used: lectures, centralized consultations, doctoral students' seminars, etc., widely using the study process in an interactive way, asking questions to students and stimulating discussions. During the lessons, the lecturers involve the students in conducting various legal researches and solving problems, for example, by assigning them to solve specific cases or to analyze legal practice cases / materials in which aspects of knowledge or application of legal theory are essential.

Study methods are chosen in accordance with the goals set for each study course and the planned study results. The lecturers of the study courses use the lectures not only as a lecture, but also integrate active study methods in it, stimulating discussions and organizing work in groups, presenting the results of independent work. Active study methods are widely used in seminars. With the help of these methods, lecturers create a democratic and free atmosphere in the study process, which in its turn stimulates students' growth. In addition, these methods can be used more and more often, as students have access to an ever-widening range of study sources that they can use in the process of independent knowledge development. Thus, the workload of students corresponds to 40 academic hours of work for one credit point (of which 16 academic hours (full-time day department) are contact hours, while the rest are intended for independent work).

Study methods are focused on the development of the doctoral student's independent, critical, creative and scientific thinking, on the improvement of scientific cognition, analysis and synthesis methods.

Acquisition of theoretical courses takes place according to the program of each course. In addition to the classical study methods - lectures and seminars, the principle of learning orientation is used. This principle promotes the fact that the doctoral student not only takes the final examination in the respective study course, but also prepares one or two analytical essays depending on the study course. The topic of the theoretical course summaries is chosen in agreement with the lead lecturer as a part of the research. It promotes the development and defense of the main objective of the Doctoral program - the doctoral thesis on the basis of scientific research results. The independent scientific research work of doctoral students also plays an important role in the study process. Doctoral students report on research results at conferences, present them in scientific reports and publications. These activities are taken into account in the evaluation of the plan implementation.

In doctoral studies, there is also a synthesis of individual independent work and group work, when every doctoral student individually analyzes the problem outside the class, then discusses it in a group and reports to the audience. There are also wide opportunities to use interactive methods, such as one-to-one consultations using modern technologies (e-mail, Skype); acquisition of e-

courses (Moodle) <http://do.bsa.edu.lv/> etc. All lecturers involved in the implementation of the study program use the electronic study environment - e-studies, which provide a wide range of opportunities for both the insertion of study materials and the organization of the submission of independent work, and similar.

An important principle in the implementation of the study program is the principle of variability - the principles of study-centered education are taken into account - the use of several alternative sources for theoretical study courses, which promotes a comprehensive analysis of problems and forms the researcher's own opinion.

The method of doctoral students' seminars is also used for the implementation of the study program. The principle of variability and the principle of maximum approximation of theoretical development to the practical field, i.e. approbation of theoretical conditions in the practical field of jurisprudence. It should be noted that the methods and the results of doctoral research are evaluated throughout the study process.

In several study courses, the acquisition result is also related to the evaluation of the summary acquired in this course. The summary should be developed in the form of independent research, in addition, the topic of the summary, research methods must be correlated with the topic of the doctoral student's doctoral theses.

The knowledge of the theoretical material and practical skills acquired by the doctoral students is tested with the help of reports, essays, written examinations, final examinations. In the study program, doctoral students have the opportunity to obtain credit points not only by listening to the courses offered within the frames of the program, but also within pedagogical practice, developing a study course, participating in teaching the course, organizing and conducting seminars, students' practical work, term papers and final papers, reviewing their final papers, etc.

Recommended literature and other sources of law are available in the BIA Scientific Library, as well as in subscribed databases and Internet resources. The research work performed by the academic staff is used in the preparation of study course programs and in the process of educating students and it has a direct impact on the study work in the program. In order to promote the scientific activity of doctoral students, the Academy annually organizes international scientific research conferences, in which both students, doctoral students and lecturers of the study program actively participate. BIA publishes the peer-reviewed scientific and theoretical journal "Administrative and Criminal Justice", as well as the "Baltic Legal Journal", collections of articles from international scientific conferences, etc.

Study and knowledge assessment methods in the Doctoral study program are objective and consistently followed. The scope of each examination corresponds to the content of the respective study course program. Study results at the Academy are evaluated according to two indicators:

- qualitative assessment - a mark in a 10-point system;
- quantitative assessment - the number of credit points according to the volume and significance of the study course.

The amount of credit points to be obtained is indicated in the study plan. In order to assess the compliance of the amount of work performed by the doctoral student with the plan, its quantitative evaluation in credit points is performed every semester and study year.

When evaluating the acquisition of a doctoral study program, the basic principles that follow from the Law on Scientific Activity, the Law on Higher Education Institutions, the Law on Education and the regulations of the Cabinet of Ministers are observed.

The study results to be obtained in the study program - knowledge, skills and competence - must



ensure the achievement of the goal of the study program.

The evaluation of the study program acquisition is performed using the following basic principles:

- the principle of compulsory assessment - i.e. a positive assessment of the acquisition of the content of the program must be obtained. At the end of the doctoral program, the examinations provided for in the study program must be successfully passed. Students are admitted to the exam after fulfilling the requirements for obtaining credit points specified in the course - independent study of literature sources and regulatory enactments, participation in seminars, tests, elaboration of scientific reports, etc.
- the principle of diversity of the types of tests used in the assessment - different types of tests are used in the assessment of the acquisition of the program; basic forms of examination - test and exam;
- the principle of conformity of the assessment - in the tests the students are given an opportunity to prove their analytical, creative and research abilities, acquired knowledge and skills of using scientific findings.

The doctoral student reports on the results of studies and research work, analyzing the implementation of the individual plan, once a semester to the Doctoral Council, where a decision is made on the compliance of the results with the study program.

**Test forms and procedures.** The forms and procedures of the program acquisition evaluation are regulated by the Baltic International Academy study results evaluation regulations, available at:

[https://bsa.edu.lv/wp-content/docs/nolikums/BSA\\_studiju\\_rezultatu\\_novertejums\\_09072020.pdf](https://bsa.edu.lv/wp-content/docs/nolikums/BSA_studiju_rezultatu_novertejums_09072020.pdf)

For the acceptance of doctoral examinations, the Rector of BIA, in coordination with the program director, approves a commission consisting of at least three persons who are doctors of the respective sciences. The results of doctoral examinations are drawn up with a protocol signed by all examiners. Such an evaluation system generally allows to objectively determine the doctoral student's level of theoretical knowledge.

The following are also applicable to the evaluation of study results: report of every doctoral student on the study results in the Council of the program with a mandatory reference of the scientific supervisor or his / her presence; as well as approbation of doctoral students' doctoral research results, since doctoral students report research results at conferences, present them in scientific reports and publications.

At the end of the doctoral term, the results of studies and research work are evaluated and discussed in an open, extended meeting organized by the Doctoral Council, on which a decision is made with a recommendation to direct the work for defense or to continue its improvement. In order for the doctoral thesis to be defended, the doctoral student must pass the prescribed doctoral examinations in accordance with the chosen field of study and in a foreign language, as well as prepare and publish at least 3 articles in peer-reviewed scientific journals (publications) and report on the doctoral thesis at at least 2 international conferences or seminars.

A doctoral degree in Law (Ph.D.) may be awarded to a doctoral student who has independently carried out an original research (thematically unified set of scientific publications, dissertation or monograph), the results of which are considered a significant contribution to legal problem solving and which, in terms of content and methodology, complies with generally accepted and international standards of legal science.

The doctoral thesis can be:

- Dissertation. The recommended volume of the dissertation is 120 - 150 pages.
- Thematically unified set of scientific publications. Publications must be published or accepted for publication in scientific journals that are anonymously peer-reviewed, internationally accessible databases of scientific information, and cited in internationally accessible databases. When designing a doctoral thesis as a thematically unified set of scientific publications, the total volume of publications must be at least 120 pages.
- Monograph - a peer-reviewed scientific book dedicated to one topic is internationally available in databases of scientific information, contains a bibliography and a summary in a foreign language. The volume of the monograph must be at least 150 pages.

Table 2.3.1.

### Components of Scientific Research Work

#### *Development and preparation of the doctoral thesis for defense*

<b>Criteria:</b>	<b>CP</b>
Development of doctoral thesis plan	2
Detailed description of the research components	2
Preparation of the theoretical part of the scientific work	8
Summary of practice materials (experimental part)	8
Joint preparation, editing and submission of doctoral theses	56
Preparation of a scientific publication peer-reviewed scientific publications (minimum 3)	6
Participation with a report at international scientific conferences, seminars (minimum 2)	4
<b>Total:</b>	<b>84</b>

The doctoral student must submit to the Doctoral Council no later than the term specified in the study work plan of the study program the doctoral thesis (in Latvian or English), its summaries in Latvian and a foreign language determined by the Doctoral Council, Curriculum Vitae and the list of publications and their copies. The decision on the promotion of scientific qualification paper for the defense is made by the Doctoral Council, inviting the necessary experts.

Taking into account the study-centered principles, observing the principles of the study program implementation, it is necessary to emphasize the principle of individualization of education. Theoretical study course, exams, essay writing - a doctoral student can pass during studies. The main thing that is assessed in the doctoral student's report at the end of the respective study period is that it is necessary to observe a certain number of credit points that must be completed in the academic year. A failed exam in a discipline is not considered an academic debt if the doctoral student has obtained credit points while working on the doctoral thesis (see Table 4.1.). In this way, the principle of self-evaluation of the doctoral student's education and scientific activity is implemented, which motivates the acquisition of independent research skills.

**2.4. If the study programme entails a traineeship, provide the analysis and assessment of the relation between the tasks of the traineeship included in the study programme and the learning outcomes of the study programme. Specify how the higher education institution/ college supports the students within the study programme regarding the fulfilment of the tasks set for students during the traineeship.**

Doctoral students are provided with pedagogical practice during their studies. The aim of the internship is to get acquainted with the experience of university studies and scientific research work, to prepare doctoral students for academic work at the university, to gain experience in the development of lecture notes, preparation of teaching aids, development of study course programs. During the internship, doctoral students are involved in the planning of study work, preparation of methodological developments, conducting lectures and seminars, developing the topics of students' independent research works and reviewing these works. The doctoral student must complete a pedagogical practice at the Academy or another accredited higher education institution of Latvia or another country in a doctoral examination study course or a study course that corresponds to the direction of the doctoral thesis. In order to transfer the pedagogical work performed at another higher education institution, the doctoral student must submit to the director of the doctoral study program a statement on the pedagogical practice, indicating the type and scope of the work, as well as the practice diary.

The place of pedagogical practice in the structure of the doctoral program is provided in block A, in the amount of 6 CP and it is divided into three parts, proportionally in the first, second and third semesters.

It should be noted that the basis for starting pedagogical practice is provided by the study course High School Pedagogy and the Development of Higher Education Systems, which provides a competent approach to education. Competence is considered as a result of the learning process, when the subject is ready to effectively organize both internal and external resources to achieve a specific goal. From the point of view of this approach, the system of pedagogical competences of a university lecturer includes conceptual, technological and projective components, which are also successively implemented within the framework of pedagogical practice. Thus, the content of pedagogical practice is represented in three interrelated modules - conceptual, technological and project reflexive module.

*The conceptual module* reveals the theoretically methodological foundations of higher education pedagogy. The essence of modern higher education pedagogy, the organization and implementation of the modern educational process, its course and diagnostics of results are examined.

*The technological module* is aimed at mastering the lecturer's professional and personal development technologies. Doctoral students analyze and appropriate the technologies of reaching the peak of mastery in the profession of a teacher.

*The project reflexive module* develops professional and personal reflection of the personality. Doctoral students focus on professional activity modeling and project opportunities.

The forms of work of pedagogical practice courses include informative classes (lectures-visualizations), practical work and acquisition of practical experience (preparation and conducting of lectures and seminars), as well as sharing of ideas (problem talks and discussions). Internship programs include contact hours and independent work. Independent work involves preparation for classes, completion of various tasks, work with literature and other sources of information.

Structure and content of the study practice: The amount of pedagogical practice is 6 CP.

The doctoral student's study practice process is focused on the development of the following competencies - readiness for teaching in higher education programs.

As a result of the passing of pedagogical practice, the doctoral student:

- **knows:** regulatory laws and rules regulating higher education; theoretical foundations of higher education; the specifics of the professional and pedagogical activity of the university lecturer; the principles of the formation of the state education standard in the respective direction;
- **is able to:** develop educational discipline programs (modules); use modern teaching aids in the organization of higher education; use traditional (classical) educational technologies; apply innovative educational technologies; organize educational and independent student activities; establish and take into account the individual characteristics of students in the study process;
- **manages:** teaching methods at the university; traditional (classical) and innovative educational technologies; principles of selection of training material; ways of organizing students' independent educational activities; means of pedagogical communication.

## 2.5. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the evaluations of the final theses.

Analyzing the topics of the doctoral study program final theses, it should first be noted that according to the current regulatory framework in the Republic of Latvia, the doctoral process is separated from the doctoral study program, thus those who submit their developed and completed doctoral theses in the study program and have submitted that to the doctoral process are not considered to be students in the doctoral study program and are mostly already ex-matriculated due to the fulfillment of the requirements of the doctoral program, completing the theoretical course and successfully passing the doctoral examinations.

Acquisition of the doctoral program ends with the acquisition of the credit points provided for in the program, which also includes passing the doctoral examinations and submitting the doctoral thesis project. Therefore, this section discusses the analysis and topicality of the topics of doctoral theses developed and to be developed within the framework of the program.

### Topics of doctoral dissertations in the *Reported period*:

No.	Study Year	Name, Surname	Sub-branch	Doctoral Theses Topic	Scientific supervisor
1.	2012./2013.	Ozoliņa Helēna	International Law	International legal aspects of integrated water resources management	Dr.iur., doc. A.Ovlaščenko
2.	2013./2014.	Abuseridze Giga	International Law	Legal status and application of international commercial agreements in private international law	Dr.iur., doc. A.Ovlaščenko

3.	2013./2014.	Jilkinė Vladimir	International Law	The role of the European Court of Human Rights in ensuring the right to a fair trial in criminal proceedings	Dr.iur., prof. V. Zahars
4.	2013./2014.	Kaparšmite Ilze	Civil Law	Regulation of legal protection in the insolvency law and perspectives of its improvement in Latvia	Dr.iur., asoc.prof. J.Kronis
5.	2013./2014.	Mūrmane - Medne Una	Civil Law	Legal regulation of violation of the prohibition of unfair commercial practices in the field of consumer loans in Latvia	Dr.iur., asoc.prof. J.Kronis
6.	2014./2015.	Jumashev Seitzhan	International Law	Modern tendencies of legislative transformation in the field of land ownership rights in the Republic of Kazakhstan and the Baltic States	Dr.iur., prof. V.Reingolds
7.	2014./2015.	Murat Saule	International Law	Property-legal methods of protecting property rights in civil law of the Republic of Kazakhstan and EU countries	Dr.iur., doc. A.Baikovs
8.	2014./2015.	Boļšakova Jūlija	Civil Law	Outsourcing of human resources management: problems of legal regulation	Dr.iur., doc. A.Baikovs
9.	2014./2015.	Dolotovs Vladimirs	Civil Law	Legal regulation of commercial activities of supranational legal entities according to EU legislation	Dr.iur., prof. V.Reingolds
10.	2014./2015.	Tussupbekova Sandugash	International Law	Modern problems and prospects of international legal protection of atmospheric air from pollution	Dr.iur., doc. Ovlaščenko
11.	2014./2015.	Lidija Bogatirjeva	International Law	Formation and development of juvenile justice: international legal aspect	Dr.iur., doc. A.Baikovs
12.	2014./2015.	Diāna Liepa	International Law	Anti-money laundering rules in postal transactions: an international comparative analysis	Dr.iur., asoc.prof. J.Grasis
13.	2014./2015.	Ainur Musabaeva	International Law	Legal regulation of franchise agreements in the Republic of Kazakhstan and Member States of the European Union	Dr.iur., prof. V.Reingolds
14.	2015/2016	Marija Danilevich	Civil Law	Practical and legal aspects of multi-apartment residential house management process in the Republic of Latvia.	Dr.iur., A.Baikovs
15.	2015/2016	Irina Cvetkova	Civil Law	Development trends of financial liabilities: theoretical and practical aspects.	Dr.iur., asoc.prof. J.Grasis
16.	2015/2016	Olga Matvienko	International Law	Legal regulation of mass media in European and international law	Dr.iur., doc. Ovlaščenko
17.	2015/2016	Vadims Kolosovs	International Law	Legal regulation of public tenders in the Baltic States	Dr.iur., doc. Ovlaščenko

18.	2015/2016	Salavat Dilmuhametov	Civil Law	Unclassified agreements in the field of civil law of Kazakhstan, Latvia and Germany: comparative legal analysis	Dr.iur., doc. T.Jurkeviča
19.	2016/2017	Oļegs Sedjakin	Civil Law	Protection and realization of human rights in cyberspace: peculiarities and problems	Dr.iur.,doc. T.Jurkeviča
20.	2016/2017	Alla Pankova	Civil Law	Determining the rights and obligations of the subjects of inheritance legal relations: current problems of theory and aspects of practical application	Dr.iur. T.Jurkeviča
21.	2016/2017	Ekaterina Žukovska (Boldavenko)	Civil Law	Testament of life: legal and theoretical problems and practice	Dr.iur. doc. A.Gabrielyan
22.	2016/2017	Oksana Priluka	Civil Law	Cohabitation Agreement	Dr.iur., prof. V.Reingolds
23.	2016/2017	Khasanzoda Lochini	Criminal Law	Current issues in the legal status of the investigator in criminal proceedings	Dr. iur., asoc.prof. M.Sumbarova
24.	2017/2018	Svetlana Mailīte	Civil Law	The role of Latvia state institutions and local authority institutions in the field of protection of the rights of an underage living in the European Union and other European countries	Dr.iur., doc. A. Ovlaščenko
25.	2017/2018	Juris Zagorskis	Civil Law	Current problems of the legal status of the employer in Latvia and the EU	Dr.iur, doc. A.Baikovs
26.	2017/2018	Andrejs Umbraško	Civil Law	The protection of violated seafarer's rights and legitimate interests in EU law/ legal regulations	Dr.iur., prof. V.Reingolds
27.	2017/2018	Andris Melkers	Civil Law	Development trends of the European Union legal framework in the field of firearms circulation	Dr.iur., prof. V.Reingolds
28.	2017/2018	Olegs Trofimovs	International Law	Legal status of international company-groups establishment outside holding schemes	Dr.iur., doc. A.Baikovs
29.	2019/2020	Boļšakova Jūlija	Civil Law	Outsourcing of human resources management: problems of legal regulation	Dr.iur., as.prof. T.Jurkeviča
30.	2019/2020	Platonova Diāna	Civil Law	Fictive transactions in money laundering: legal framework and problems of its application	Dr.iur., as.prof. T.Jurkeviča
31.	2020/2021	Lytvynenko Anatoliy	Civil Law	Problems of legal regulation of professional secrets of medical practitioners	Dr.iur., as.prof. T.Jurkeviča

32.	2019/2020	Joksta Sandra	Civil Law	Problems of Application of Anti-Money Laundering Requirements for Representatives of Legal Professionals Belonging to the Judicial System in Latvia.	Dr.iur., as.prof. T.Jurkeviča
33.	2020/2021	Avakjans Arturs	Criminal Law	Legal status of a private military company and state liability.	Dr. iur., asoc.prof. M.Sumbarova
34.	2020/2021	Serovs Aleksandrs	Criminal Law	Theoretical and practical problems of criminal law regulation of fraud and their possible solutions	Dr. iur., asoc.prof. M.Sumbarova
35.	2020/2021	Šmaukstelis Arturs	Criminal Law	Problems and improvement of criminal proceeding regulation of special investigation activities.	Dr. iur., asoc.prof. M.Sumbarova

The topic of doctoral students' research is related to the developed BIA scientific directions and development strategies ([http://bsa.edu.lv/lang/lat/zindarbs/zin\\_proj\\_pet.html](http://bsa.edu.lv/lang/lat/zindarbs/zin_proj_pet.html)). It should be noted that the scientific directions are also related to the study programs to be implemented within the BIA study direction "Science of Law". During the pedagogical practice, the doctoral students of the doctoral study program "Science of Law" (together with the leading lecturers of BIA) prepare and lead lectures, seminars, practical classes for students of other programs, which ensure mutual connection within the frames of the programs.

Distribution of doctoral topics by branches of science:

No.	Branch of Science	Amount
1.	Civil Law	19
2.	Criminal Law	4
3.	International Law	12

The analysis of the topics of doctoral dissertations chosen by doctoral students shows that doctoral students have chosen to write doctoral dissertations in the fields offered within the frames of the program. During the reporting period, the predominance in the choice between the branches of law was given in the writing of doctoral theses in international law and civil law, which has an objective basis, emphasizing the topicality of these areas for the development of Latvia legal systems. In addition, in the reported period, doctoral students are more active in applying topics in criminal law, which is justified, mainly by the admission of employees in the respective fields to doctoral studies.

It should be noted that all topics selected for the doctoral research reflect the relevant topicality and significance. The compliance of the topic with the topicalities of the field can be traced in the study process, starting from the approval of the topic and to the discussions of the doctoral project at the Program Council Meetings. This process includes approbation of the research results in scientific conferences and publications, work with the scientific supervisor, and reported program meetings on the progress of the doctoral research and the achieved results. The Program Council carefully evaluates each submitted topic of the dissertation, analyzing not only the scientific substantiation and research capacity of the topic, but also significant attention is paid to the fact that the topic is relevant in practice and contribute to legal processes in society.

The analysis of the topics of the doctoral dissertations approved for the doctoral students concludes that the topics do not overlap, undoubtedly they are focused on the research of fundamental issues and issues that have been under studied so far; topics are relevant not only to science, but also to practical jurisprudence, and, thus, to the labor market.

## 2.6. Analysis and assessment of the outcomes of the surveys conducted among the students, graduates, and employers, and the use of these outcomes for the improvement of the content and quality of studies by providing the respective examples.

Doctoral students are active participants in the improvement of the study process which is implemented among other issues using the annual survey of doctoral students. The results of the survey conducted in the last study year are shown below.

	<b>I don't know, I can't say</b>	<b>Completely disagree</b>	<b>Mostly disagree</b>	<b>Rather disagree</b>	<b>Neutral</b>	<b>Rather agree</b>	<b>Mostly agree</b>
Offer of study courses in the study programme was sufficient	-	-	-	-	-	3	12
Content of the mandatory study courses was conforming with the doctoral studies	-	-	-	-	1	2	12
It was possible to choose the study courses	-	-	-	-	2	-	13
Content of the optional study courses was useful	-	-	-	-	-	2	13
Lesson planning by semesters was appropriate	-	-	-	-	1	-	13
Information about the study process was available	-	-	-	1	1	2	11
Activities of the BIA staff contributed to the improvement of the study process	-	-	-	-	1	3	11



Study material and technical provision (premises and laboratory equipment) was good	-	-	-	-	1	1	13
Necessary literature and databases were available at the BIA academic library	-	-	1	-	1	1	12
It was possible to take courses in the e-learning environment	3	-	-	-	-	1	11
It was possible to listen to lectures delivered by guest lecturers	-	-	-	-	1	1	13
I have acquired current scientific theories in my doctoral studies	-	-	-	-	3	-	12
I have mastered research methods and methodology in my doctoral studies	-	-	-	-	1	1	13
I have developed research skills in my doctoral studies	-	-	-	-	-	-	15
I have developed professional skills in my doctoral studies	-	-	-	-	2	1	12
I have developed the skills to work with information (evaluate, analyze and synthesize) in my doctoral studies	-	-	-	-	1	3	11
I have developed the skills to publicly discuss and argue opinions on my field of scientific activity in my doctoral studies	-	-	-	-	1	2	12

I have developed the ability to conduct original research in my field / sub-sector in my doctoral studies	-	-	-	-	-	1	14			
I have developed the ability to write scientific publications in my doctoral studies	-	-	-	-	1	1	13			
I have gained experience in pedagogical work during in my doctoral studies	1	-	-	-	2	2	10			
It was possible to participate in conferences	-	-	-	-	1	3	11			
Supervisor of doctoral thesis was interested in the results of my work	1	-	-	-	-	3	11			
Supervisor of doctoral thesis was competent	-	-	-	-	1	-	14			
Teachers involved in the programme were competent	-	-	-	-	1	2	12			
Attitude of the teachers involved in the programme was supportive	-	-	-	-	1	2	12			
In general, I am pleased to have chosen this doctoral programme	-	-	-	-	-	2	13			
Do you currently work in your chosen doctoral field?	Yes, I do	8	Rather, yes	4	Rather, no	-	No, I don't	-	I am not working	3

Are you planning to work in the future (after studies) according to your acquired doctoral education?	Yes, I am	9	Rather, yes	4	Rather, no	1	No, I'm not	-	No comments	1
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These data clearly show that doctoral students are mainly satisfied with the content of the study programme, process organization and quality assurance. Development of research skills in the course of doctoral studies, as well as the competence of supervisors of doctoral thesis has been assessed mostly positively. Gaining experience in pedagogical work has been assessed most critically.

In order to improve the study programme, the doctoral students suggest to provide the opportunity to acquire skills and competences in preparing scientific articles in a separate study course. It would be worthwhile also to acquaint the doctoral students with the opportunities, types and strategy of publishing. Certain criticism was also given to the content of some theoretical courses and the necessity to provide the widest opportunities for preparation of the lecturer's work. Recommendations of doctoral students were taken into account when updating the content of the study programme and improving the content of individual study courses.

Additional part of the survey addressed to the graduates has shown the following.

1. Question "Are you planning to write a doctoral thesis and submit it for defense?" got the affirmative answers from all respondents. Three respondents have already submitted a doctoral thesis project for consideration to the programme council.
2. Question "What are the conditions for obtaining a doctoral degree?" got the following answers:

1) due to the overload at the main work there is a lack of time which can be devoted to writing a doctoral thesis;

2) financial difficulties are hindering the process.

3. Opinions of graduates on the extent to which they have achieved the results of the study programme during their studies are as follows

	Can't evaluate	Very bad	Bad	Average	Good	Very good
<b><i>I know and understand the actual legal science, I manage research methodology and modern research methods</i></b>	-	-	-	1	4	10
<b><i>I am able to independently evaluate and choose methods appropriate for scientific research</i></b>	-	-	-	1	3	11

<b><i>I have expanded my knowledge or given a new understanding of existing knowledge and its application in practice by implementing a significant amount of original research, part of which is at the level of internationally cited publications</i></b>	-	-	-	1	3	11
<b><i>I am able to communicate in an oral and written forms on my field of scientific activity with the wider scientific community and the general public</i></b>	-	-	-	1	3	11
<b><i>I am able to independently increase my scientific qualification, implement scientific projects, get achievements in accordance with the international criteria of the field of science, manage research tasks where extensive research knowledge and skills are required</i></b>	-	-	-	2	4	9
<b><i>I am able to solve significant research or innovation tasks, independently put forward a research idea, plan and manage large-scale scientific projects, including those in an international context by performing independent, critical analysis, synthesis and evaluation</i></b>	-	-	1	2	6	6

Survey has shown that the graduates have achieved the results foreseen by the programme during the study course, which confirms the compliance of the programme with the set requirements.

Most of respondents have positively assessed the relevance of the knowledge, skills and competencies acquired during the studies to the current requirements of the study field. This factor is very important because, according to the results of this survey, majority of respondents currently work in the chosen field of doctoral studies, thus they are able to objectively assess the relevant criteria.

4. Concluding part of the survey contains the offer to express the opinion on the acquired / to be acquired programme. The results of the survey are as follows.

	Completely disagree	Rather disagree	Rather agree	Completely agree
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<b><i>I am satisfied with the choice of this study programme</i></b>	-	-	3	12
<b><i>The overall impression of the quality of programme is good</i></b>	-	-	2	13
<b><i>During the studies I was able to participate in the improvement of quality of the study programme, evaluation of the study courses and the work of the teaching staff</i></b>	-	1	-	14
<b><i>I would recommend this study programme to others</i></b>	-	-	1	14
<b><i>During the studies good cooperation was established with the supervisor of the doctoral thesis</i></b>	-	-	3	12
<b><i>Supervisor of the doctoral thesis attentively studied the submitted materials of the research work</i></b>	-	-	2	13
<b><i>Supervisor of the doctoral thesis provided a reasoned evaluation of the submitted research work</i></b>	-	-	2	13
<b><i>Supervisor of the doctoral thesis provided valuable recommendations for the development of research</i></b>	-	-	3	12
<b><i>Study courses offered within the study programme ensured in-depth acquisition of knowledge in the respective fields</i></b>	-	-	4	11
<b><i>Study courses offered within the study programme were useful for the development of doctoral thesis</i></b>	-	-	2	13
<b><i>Study courses which did not conform to the specialization (foreign language, pedagogy, issues of other sub-sectors) were useful for raising the general level of knowledge</i></b>	-	-	3	12
<b><i>Study courses which did not conform to the specialization were useful for the exhibition of my doctoral thesis</i></b>	-	-	5	10
<b><i>I use the knowledge and skills acquired during the studies in my work</i></b>	-	-	2	13

A questionnaire for employers was developed in order to strengthen the interaction between scientific work and professional activity of doctoral students. 20 employers in the field of education

and law agreed to participate in the survey. Results of the survey have shown that the demand for doctors of science is high. Most of the respondents positively answered the question: "Do you need specialists with a doctoral degree in law in your field?" Majority of respondents have also indicated that the successful graduates of the Doctoral study programme have demonstrated good theoretical and practical level of training. They were able to perform the relevant job responsibilities either immediately or after a short training in the workplace. Survey also contained recommendations for the improvement of the study programme, in particular, to stimulate more actively the capacity of doctoral students in the field of scientific publications, namely, development and publication of scientific research and to increase the pedagogical practice already during the studies. It was also pointed out that doctoral students have to acquire quantitative research methods. These suggestions were taken into account in updating the programme plan

## **2.7. Provide the assessment of the options of the incoming and outgoing mobility of the students, the dynamics of the number of the used opportunities, and the recognition of the study courses acquired during the mobility.**

During the period from 2013/2014 till 2020/2021 academic year within the ERASMUS programme in the Doctoral study programme "Law Science" there was no inbound and outbound mobility of students.

At the beginning of 2019/2020 academic year several student mobilities were planned which were not implemented due to the global COVID-19 pandemic. In 2020/2021 academic year the situation is similar. However, at present a number of mobilities are planned both for study and internship.

## **III - DESCRIPTION OF THE STUDY PROGRAMME (3. Resources and Provision of the Study Programme)**

### **3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples. Whilst carrying out the assessment, it is possible to refer to the information provided for in the criteria set forth in Part II, Chapter 3, sub-paragraphs 3.1 to 3.3.**

In the study program it is necessary to create appropriate researchers who have already developed their research capacity at the doctoral level, based on the regulations, needs and current issues of Latvia and international legal space.

A doctoral degree is an important indicator of quality in the academic and scientific environment. The knowledge, skills and abilities that will be acquired during the doctoral study program will allow to develop scientific potential and provide high-quality scientific research in various sub-branches of legal science.

Doctoral studies allow to ensure the study process with qualified academic and scientific staff who will have mastered the latest achievements in legal science, practice and high school pedagogy. This will facilitate the ability to provide the required number of associate professors and professors and thus promote a higher quality study process.

Taking into account the tendency to create a knowledge-based competitive development of the industry, the doctoral degree in law is relevant not only in the academic environment, but also in the public and private sectors of the national economy, as well as in public administration, etc. Acquisition of the doctoral study program also influences the process of creation of law and the practice of application of legal norms in the activities of various institutions.

Legal education is strategically important for the development of the whole country. In addition, for Latvia as a small country, it is important to acquire specialists with extensive knowledge of both international public and private international law, which would allow lawyers to work at both the national and international levels.

Potential doctoral degree holders are provided with a new status, as well as the opportunity to meet the individual's lifelong learning needs by responding to society's demands for specialists who are able to make a creative contribution to the functioning of an innovative legal sector.

In the doctoral study program, each student as an individual can express his / her creative and innovative potential, which will be the crucial added value of the future researcher and / or legal professional. The development, improvement and use of the resources and provision of the Doctoral study program "Science of Law" is also focused on such an aspect. The scientific-research potential of each student is evaluated individually and within the framework of predictability, developing the possibilities of the program resources accordingly.

Evaluating the perspective development of the study program, it must be concluded that it develops in accordance with Latvia objectives in the implementation of common strategies of the European Union (common foreign and security policy), since the study program offers study courses that are in line with the main elements of this strategy, which makes this doctoral study program competitive in Latvia.

Only highly qualified lecturers are mainly involved in the implementation of the doctoral study program: professors, associate professors, as well as senior lecturers with a doctoral degree and relevant publications.

During the reporting period, four professors, three associate professors, one associate visiting professor, one visiting professor, four assistant professors, 3 visiting associate professors and three leading researchers were involved in the implementation of the program. After the reporting period, the following are going to be additionally involved in the implementation of the Doctoral study program: one visiting professor, three professors, three associate professors, one leading researcher and two guest lecturers.

Throughout the reporting period, the following people who are / were recognized LZP experts are involved in the implementation of the program (some of them prepare documents for re-recognition of expert rights):

#### **Expert List**

<b>No</b>	<b>Name, Surname</b>	<b>Academic Position</b>	<b>LZP expert on 01.05.2021.</b>
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1.	Vītolds Zahars	leading researcher	is
2.	Ivars Kronis	assoc. prof	was
3.	Andrejs Vilks	leading researcher	is
4.	Sandra Kaija	leading researcher	is
5.	Valerijs Reingolds	professor	was
6.	Aleksandrs Baikovs	assoc. prof	was
7.	Marina Sumbarova	assoc. prof	was
8.	Irina Plotka	professor	is
9.	Nina Blumenaua	assoc. prof	is
10.	Vladislavs Volkovs	assoc. prof	is

Part of the more relevant information is provided in Part III Chapter IV - Teaching staff.

When starting the implementation of the program in English, it is planned to attract additional lecturers with appropriate English language skills. All lecturers who are involved in the implementation of the program and who are planned to be involved in the implementation of the program in English have appropriate knowledge of English at B2, C2 and C1 level (see also Appendix - *State and English language skills of the academic staff of Doctoral Studies "Science of Law"*).

It can be concluded that the requirements set for academic staff have been met and the composition of lecturers can be assessed as highly scientifically qualified.

The methodological and informative supply provided by the Academy is modern in order to ensure a high-quality study process in the Doctoral study program "Science of Law". Since 2015, the BIA study e-environment Moodle has been used to streamline the study process and to modernize student-lecturer communication. The lecturers of the doctoral study program in the Moodle study e-environment have created websites for the respective study courses, where students have access to descriptions of study courses, lecturer's requirements for study course acquisition and separate study materials, as well as forms of communication with lecturers, for example, in several study courses students are provided with the opportunity to take examinations, submit individual assignments and communicate with the lecturer in the Moodle environment. Lecturers provide feedback on students' achievements.

The e-learning environment gained special significance in the circumstances of the state of emergency declared in the country due to the COVID-19 disease control and to implement the study process remotely in accordance with the relevant requirements of regulatory enactments.

The BIA information system NEXUS plays an important role in ensuring the informative connection of students, lecturers and the Academy. Students and lecturers in NEXUS can get acquainted with the planning of classes and premises, work and practice opportunities. In NEXUS the BIA home page [bsa.edu.lv](http://bsa.edu.lv) has a section where BIA students will be able to get acquainted with internal regulatory enactments, study programs, practice programs, Academy news. Full



information about the study program, study courses, their volume and content is available on BIA home page which is an important source of information for both students and potential students.

The methodological support of the doctoral study program "Science of Law" consists of the BIA scientific library fund.

The BIA Scientific Library (since January 15, 2004 in the Library Register of the Ministry of Culture of the Republic of Latvia No. BLB0530) is a member of the Latvia Academic Library Association (LATABA), which provides opportunities to use the library funds of all LATABA Association members.

The study program has an opportunity to use the environment, which has grown with the rapid pace of information technology development, modernizing computer classrooms (in Riga - 6), library funds, auditorium equipment. Within the BIA Scientific Library, the activities of various information centers are organized:

- EU Information Services Center of European history, EU policy, integration. EU law, EU economics (in English);
- German Information Centre/Deutsches information Zentrum / - German history, politics, culture (in German);
- Russian Cultural Center - Russian history, culture, art, fiction, media library (in Russian);
- Scandinavian Center - Scandinavian culture, politics, languages;
- Retro book reading room: 19th and 20th century editions (in Latvian, Russian);
- Latvian culture center - culture, history, language, etc.

The main aim of the BIA Scientific Library is to provide students of the doctoral study program "Science of Law" with a quality study process and scientific activity, as well as to provide students, lecturers and other visitors with librarian, bibliographic and informative services. The library resources are systematically and regularly supplemented with the latest scientific literature (in Latvian, English, etc.) based on the study directions implemented at the academy.

Students of the Academy and other interested people have the opportunity to use the resources of the BIA Academic Library. For the convenience of readers, computers with Internet access, printing, scanning and copying facilities are located in the reading room of the library. It is also possible to work with laptops. Literature for use is available for almost all study courses and there is an increasing proportion of literature in English. The library regularly receives periodicals published both in Latvia and abroad.

The BIA library databases are available in the "Library" section of the BIA website, including the link to the Latvia National Digital Library which is available remotely (books, periodicals, etc. e-resources), there is a section "Internet resources". The BIA Scientific Library forms one common network, in which students and academic staff have the opportunity to order the book they need, which are available in the BIA electronic book catalog in various search sections.

Academic staff and students have the opportunity to receive passwords for EBSCO, ScienceDirect and Scopus databases in the library, which can be used remotely.

Regarding the financial supply of the doctoral study program, it should be noted that the source of basic funding for the provision of the study process of the Doctoral study program "Science of Law" is the tuition fee. The amount of the tuition fee and the procedure for payment for each academic year is determined and approved by the Senate of the Academy. The following tuition fee payment options for students have been determined at the Academy: - for the entire program as a whole; - for one study year; - for one semester; - for one month, in accordance with the payment schedule

provided for in the study agreement, strictly observing the payment terms and amounts to be paid.

Tuition fees can be paid from various sources, covered from the following funding:

- student's personal funds;
- funds of third parties attracted by the student;
- study loan with a guarantee provided on behalf of the state;
- commercial loans;
- sponsorship funding.

Regarding the material and technical support of the Doctoral study program "Science of Law", it should be noted that in terms of infrastructure, the study process for the students of the Doctoral study program "Science of Law" takes place in two buildings in Riga, Lomonosova Street 4 and Lomonosova Street 1/4. The mentioned buildings have auditoriums, which are equipped with modern study technical aids - whiteboards, it is possible to use a television set, video recorder, video camera, multimedia projector. Many auditoriums are equipped with a stationary multimedia projector, screen, computer with Internet connection and other technical means that meet modern requirements. Free Wi-Fi is available in all buildings. In terms of information technology - BIA uses modern IT technology to support studies: use of computers in the study process and professional development, internal information system NEXUS, Internet, standard and special computer programs, audio / video tools, office equipment, auditorium technical equipment (stationary and portable multimedia projectors). Regular maintenance work is done to improve the functionality of the internal information system. Work is continuing on the modernization of the computer park, ensuring a faster, more complete and more efficient study process. In order to ensure better quality electronic communication, the staff and students of the Academy use the e-mail system offered by BIA.

In order to ensure academic honesty and prevent cases of plagiarism, the examination of students' independent work and doctoral thesis projects with the inter-university unified computerized plagiarism control system is carried out.

Detailed information on the compliance of the information base (including libraries), material and technical base and financial base with the conditions for the implementation of the Doctoral study program "Science of Law" and the achievement of study outcome is provided in Part II, Chapter 3, Sections 3.1 to 3.3.

### **3.2. Assessment of the study provision and scientific support, including the resources provided within the cooperation with other science institutes and institutions of higher education (applicable to the doctoral study programmes).**

The doctoral program actively cooperates with scientific institutions and structures in Latvia and other countries.

**The first level** is cooperation with Latvia higher education institutions, where analogous doctoral programs are implemented. Every year, the Academy organizes an international scientific-practical conference "Transformation Process in Law, Regional Economy and Economic Policy: Current Problems of Economic-Political and Legal Relations", co-organized by Daugavpils University and Riga Stradins University. Both mentioned universities also implement doctoral study programs in

law. During the conference, doctoral students and university research staff have the opportunity to exchange views and discuss the most topical issues in the field of law.

Similarly, annually until 2019 within the framework of the Lawyers' Days, in cooperation with Latvia higher education institutions and other specialization institutions, a separate thematic conference on legal issues was organized.

Annually, BIA doctoral students and lecturers participate in conferences of the University of Latvia, Daugavpils University, TURĪBA Business School, Stradiņš University, where the Latvia scientific community and participants from other countries are introduced to the research results. Following the results of the conferences, doctoral students publish articles in the collections of scientific articles of Latvia higher education institutions. Cooperation between universities is also implemented in the defense of doctoral theses. The members of the BIA Promotion Council are prof., leading researcher V.Zahars (DU), prof. J.Teivāns-Treinovskis (DU), prof., leading researcher A.Vilks (RSU), prof., leading researcher S.Kaija (RSU), prof., J.Načisčionis (BA TURĪBA), prof., I.Veikša (BA TURĪBA), prof., A.Endziņš (BA TURĪBA).

**The second level** is international cooperation. It is worth noting the lectures of foreign lecturers, which were taught in the BIA study field "Law".

No	Name, Surname	University	Country	Study Year	Dates
1	Jerzy Kolarzowski	University of Podlasie	Poland	2013/2014	16.09.13 – 21.09.13
2	Anna Jacek	University of Rzeszow	Poland	2013/2014	12.05.14 – 16.05.14
3	Aleksandra Bagienska-Masiota	SWPS University of Social Sciences and Humanities	Poland	2017/2018	19.02.18-23.02.18
4	Carmen Adriana Domocos	University of Oradea	Romania	2017/2018	24.04.18-27.04.18
5	Rożanski Mieczysław	University of Warmia and Mazury in Olsztyn	Poland	2018/2019	13.05.2019-15.05.2019
6	Justyna Krzywkowska	University of Warmia and Mazury in Olsztyn	Poland	2018/2019	15.05.2019-17.05.2019
7	Regina Garcimartin Montero	University of Zaragoza	Spain	2018/2019	12.05.2019-16.05.2019

In maintaining international co-operation, the Academy also co-operates extensively with foreign universities, developing the capacity of doctoral students and lecturers. Cooperation with several foreign universities is organized within the framework of scientific conferences: Linnaeus University, Sweden; City Unity College Nicosia (Cyprus); Lithuanian Sports University (Lithuania); Uniwersytet Przyrodniczo-Humanistyczny w Siedlcach (Poland); Saint Petersburg University of Civil Aviation (Russia); University of Oradea (Romania); V.N.Karazin Kharkiv National University (Ukraine);

National Academy of Law Sciences of Ukraine (Ukraine); Scientific and Research Institute of Providing Legal Framework for the Innovative Development National Academy of Law Sciences of Ukraine (Ukraine); Simon Kuznets Kharkiv National University of Economics (Ukraine).

The development and defense of doctoral-level research is related to the review and approbation of research by several professional institutions and universities, and the provision of feedback. The doctoral study program "Science of Law" invites representatives of foreign scientific and professional circles to participate in the discussion and defense of doctoral theses in order to strengthen international scientific cooperation and present the results of research to the widest possible scientific community.

**Third level** - lecturers of the doctoral study program "Science of Law", in turn, cooperate and at the same time participate in institutions of various scales: World Anti-Criminal and Anti-Terrorism Forum Organizing Committee, Latvia Association of Independent Criminologists, Germany Academic Exchange Service DAAD, Association of University Professors, International Federation (IFOIE) and others. The lecturers and doctoral students of the Program also have common scientific interests with the Latvia Council of Science, the Latvia Association of Young Scientists, the journal "Administrative and Criminal Justice" (which has several lecturers of the Program in the editorial board and editorial board). Also, the lecturers involved in the implementation of the Doctoral study program are members of the editorial boards of several scientific journals, as well as actively participate in the management of the conference organization commission or participate in their activities, which are summarized in the lecturers' *Curriculum vitae*.

The lecturers of the program also participate with lectures and exchange of practical experience in foreign higher education institutions:

No	Name Surname	University	Country	Study Year	Dates
1	Sandra Kaija	Wyższa Szkoła Administracyjno-Spoleczna	Poland	2013/2014	07.04.14-13.04.2014
2	Valērijs Reingolds	Wyższa Szkoła Administracyjno-Spoleczna	Poland	2013/2014	07.04.14-13.04.2014
3	Marina Sumbarova	Wyższa Szkoła Administracyjno-Spoleczna	Poland	2013/2014	07.04.14-13.04.2014
4	Tatjana Jurkeviča	Paņevėžo kolegija	Lithuania	2013/2014	22.09.14-28.09.2014
5	Valērijs Reingolds	Wyższa Szkoła Administracyjno-Spoleczna	Poland	2013/2014	22.09.14-28.09.2014
6	Sandra Kaija	Wyższa Szkoła Administracyjno-Spoleczna	Poland	2013/2014	22.09.14-28.09.2014
7	Marina Sumbarova	Wyższa Szkoła Administracyjno-Spoleczna	Poland	2013/2014	22.09.14-28.09.2014
8	Marina Sumbarova	Lietuvos edukologijos universitetas	Lithuania	2016/2017	20.02.17-26.02.2017

9	Marina Sumbarova	Uniwersytet w Białymstoku	Poland	2018/2019	05.11.2018-11.11.2018
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the Director of the Doctoral Study Program "Science of Law" (until 2019 included - Prof., V .Reingolds) participates in the organizing committee of the annual international scientific-practical conference "Transformation Process in Law, Regional Economics and Economic Policy: Current Problems of Economic-Political and Legal Relations" organized by the Academy, as well as teachers involved in the implementation of the program: prof., I.Plotka., as.prof. S. Buka. The members of the scientific and editorial board of the conference are the lecturers involved in the implementation of the program: prof., V.Reingolds, prof., I.Plotka., as.prof. S. Buka., Doc., A. Gabrieljans. Annually, in May, the "International Conference of Young Researchers and Students - Time of Challenges and Opportunities: Problems, Solutions, Perspectives" takes place (accessed at [http://bsa.edu.lv/lang/lat/zindarbs/konf\\_gp.html](http://bsa.edu.lv/lang/lat/zindarbs/konf_gp.html)). For more information on BIA conferences, see the appendix, as well as more information about the conferences, scientific publications and scientific cooperation partners organized by the Academy is provided in Section II of the self-assessment.

### III - DESCRIPTION OF THE STUDY PROGRAMME (4. Teaching Staff)

#### 4.1. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.

The qualification and number of the academic staff involved in the implementation of the study program (persons elected to the academic positions of the respective higher education institution) correspond to the implementation of the goals and objectives of the strategic priorities of the Academy. During the reporting period, there were no significant changes in the composition of the academic staff, except for those changes related to changes in the program due to the implementation of the program in the part *Criminalistics and Theory of Operational Activity*<sup>[1]</sup>.

The qualification and compliance of the people involved in the implementation of the program must be confirmed by obtaining the relevant doctoral degrees and scientific publications. The development of teaching staff, which is an integral part of the development of study programs, however, continues even after the Reporting Period, involving lecturers with practical and scientific experience in the field of law, as well as doctoral degree holders. Professional lecturers are involved in the implementation of the study program: everyone has a doctoral degree, the education obtained by the lecturers of specialized courses corresponds to the field of the respective study course. Most lecturers are practicing specialists. Some of the lecturers employed in the study program are simultaneously employed in scientific research work, which ensures the synergy of studies and research work. The main criteria for the selection of lecturers are: education (doctoral degree), professional experience and experience in research and creative activities, communication skills.

During the reporting period, the analysis of the dynamics of the number of lecturers of the doctoral study program "Science of Law" shows that the teaching staff has increased from 15 to 22 people

(for details, see Study Field: "Law", Section 3.6). Assessing the dynamics of the teaching staff not only within the Reporting Period, but also until the moment of submission of study program documents for accreditation, it should be noted that the quantitative composition of teaching staff has changed, as well as its qualitative changes: involving new scientists, including those who obtained a doctoral degree relatively recently (in the last ten years), as well as involving foreign lecturers in the implementation of the study process, which comply with the development policy of the academic staff of the Academy.

There are also positive tendencies related to the increase in the number of associate professors and professors participating in the implementation of the Academy's doctoral study program "Science of Law". In the period from 2013/2014 until 2020/2021 (included) V.Reigolds, I.Kronis, D.Mežulis, T.Jurkeviča, M.Sumbarova were elected to the position of professor or associate professor in Law. From 2015 to 2020/2021 Nina Blūmenau (as prof.) and Inina Plotka (professor, repeatedly) became associate professors and professors of psychology. Oksana Filina was elected as a professor, Stanislavs Buka as an associate professor.

[1] *The name is indicated in accordance with Cabinet of Ministers Regulation No. 49 of 23 January 2018 "Regulations on Latvian Science Sectors and Sub-Sectors".*

**4.2. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

Evaluating the scientific component of the academic staff Curriculum vitae, documents submitted for election of academic staff to academic positions, minutes of Academy Senate meetings, which reflect documents and explanations submitted by candidates for academic positions, election process and results, academic staff self-evaluation reports, the results of the students of the program and the feedback of the students, the Council of the program acknowledges that the qualification of the academic staff corresponds to the implementation and achievement of the goals and objectives of the doctoral study program.

Each lecturer involved in the implementation of the study program has the following responsibilities:

- **In the competence of teaching qualification:**

- o to develop and publish teaching materials for courses taught by the respective lecturer, supplementing and updating them on the MOODLE platform;

- o to prepare PowerPoint presentations, handouts (summaries, assignments, transparent materials), authentic illustrative material (video and audio), etc. materials that optimize the study process;

- o to lead consultations for students in the program - 4 hours per semester and pre-examination consultations;

- o to lead open classes (lectures, seminars and / or others) once a year within the observation period and to attend at least 2 classes of their colleagues and participate in their discussions;

- o to increase pedagogical qualification by submitting the relevant certificate;
- o within the framework of the program implementation to improve organizational skills and promote scientific discussions for development by organizing at least one of the following types of events within one study year: seminar, conference, round table, discussions, etc., (or to take part in the similar events, to actively participate in them, by submitting an appropriate certificate, attestation, etc.);
- o to participate in events that are organized within the framework of the implementation of the study program or within the framework of the educational activities of the Academy.

- **In international activities:**

- o to actively participate in international conferences with presentations and / or publications;
- o to give lectures at foreign universities, for example within the framework of the international mobility program *Erasmus*.

- **In scientific research activities:**

- o to present at scientific conferences and seminars (at least 2 performances per year),
- o to publish articles (at least 1 publication per year),
- o to follow the latest scientific publications, to improve the informative lists of literature and other scientific sources recommended for students, to inform the structural unit of the Academy library about the necessity to supplement the library funds accordingly.

22 lecturers are involved in the implementation of the doctoral study program “Science of Law”. All persons (100%) have a doctoral degree in a relevant field of science. The table below shows the information on elected and non-elected people involved in the program.

- 22 (15 elected by BIA, 7 not elected) lecturers have:

**Teaching staff of the doctoral study program “Science of Law” (scientific degree)**

Doctors of science during the reporting period		
	Number	%
elected by BIA	15	68
non-elected by BIA	7	32
<b>Total:</b>	<b>22</b>	<b>100</b>

Evaluating the academic positions of the teaching staff involved in the implementation of the doctoral study program (see the table below) - the quality of studies in the reporting period is ensured by four professors (21.05%), three associate professors (15.79%), one associate visiting professor (5.26%) , one visiting professor (5.26%), four assistant professors (21.05%), 3 visiting senior lecturers (15.79%) and three leading researchers (15.79%). After the reporting period, the following are additionally involved in the implementation of the doctoral study program: one visiting professor, three professors, three associate professors, one leading researcher and two guest lecturers.

**Academic position of the teaching staff of the doctoral study program “Science of Law”**

Academic positions	Ass. prof.		Ass. guest prof.		Professors		Guest Professors		Senior Lecturers		Guest Senior Lecturers		Leading researchers		Total	
	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%
elected by BIA	8	53	0	0	4	27	0	0	1	7	0	0	2	13	15	68
Non-elected by BIA	0	0	0	0	3	43	0	0	0	0	4	57	0	0	7	32
In Riga	8	53	0	0	7	70	0	0	1	27	4	57	2	13	22	100

In general, the involvement of the academic staff is very positive. Within the framework of the program, changes in the structure of positions are controlled and systematic staff evaluation and regular improvement takes place.

**4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of the doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals may be additionally specified (if applicable).**

**Number of scientific publications of the academic staff involved in the implementation of the doctoral study program “Law Science” in the reporting period:**

No.	Scientific and methodological work of lecturers	Number of publications
1.	Scientific publications included in the Thomson Reuters Web of Science, Elsevier (SCOPUS and others), ERIH + databases	25
2.	Scientific publications included in Elsevier (SCOPUS and others) databases	25
3.	Scientific publications included in ERIH + databases	3

**Appendix for section 4.3.**

**Scientific publications of the academic staff involved in the implementation of the doctoral study program “Science of Law” in the reporting period**

**4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**



Involvement of the involved academic staff implementing the doctoral study program in research projects during the reporting period to be submitted for re-accreditation:

**A.Vilks:** 2015 Head of the Working Group in Latvia "Cigarette smuggling in the Baltic Sea Region", Institute for Security and Development Policy (Sweden).

**S.Kaija:** 14.09.2012.-01.03.2013. European Commission Special Program "Criminal Justice" project no. JUST / 2010 / JPEN / AG / 1546 "Current problems of restorative justice, perspectives for solving them in the European Union", study "Mechanisms for compensation of victims in criminal proceedings in the European Union" (TM / 2012/34 / EC). Project participant.

**S.Buka** (International project leadership): Business in Malopolska - Partnership Network MRP0.08.02.00-12-093 / 13 ERDF. Project`s member of the board from Latvia (2013-2015); European dimension in Qualifications for the Tourist selection. 561832EPP-1-2015 (2015-2019); Business in Malopolska - Partnership Network MRP0.08.02.00-12-093 / 13 ERDF. Project`s member of the board from Latvia (2013-2015); European dimension in Qualifications for the Tourist selection. 561832EPP-1-2015 (2015-2019).

**D.Mežulis:** 2014-2015. Turība School of Business, Faculty of Law, scientific project "Latvian Legal System".

**I.Plotka:** 2013. Grant Erasmus Mundus Action 2, Strand 1, within the framework of the European Community Mobility Program Ref.372117-1-2012-1-FI-ERA MUNDUS-EMA21 (sector: mobility of academic staff) and work Erasmus Mundus action 2 Aurora in the project at the International University of Research, School of Economics, Socio-cultural Research Scientific-Pedagogical Laboratory, Department of Organizational Psychology, Faculty of Psychology from October 1, 2013 to December 29, 2013; 2012 - 2013 ESF project "Support for the implementation of doctoral studies at Daugavpils University". Agreement no. 2009/0140 / 1DP / 1.1.2.1.2 / 09 / IPIA / VIAA / 015. No. 14-21 / 35-2012-34 manager - Eriņģa Oļehnoviča, performer - I. Plotka.

**H.Šumkuva:** 2012-2014, project " Online-Lexikon zur Kultur und Geschichte der Deutschen im östlichen Europa", participant of the project, project manager: Institut für Germanistik der Carl von Ossietzky University of Oldenburg, Deutschland and the Bundesinstitut für Kultur und Geschichte of Germany in Eastern Europe. Publication: <https://ome-lexikon.uni-oldenburg.de/>; 2017-2018, National Research Program "Letonika", project participant, project "Latvia and Latvians", academic publication "Latvia and Latvians" in Latvian and English, 1 author's sheet; 2018, Horizon 2020 H2020-MG 2018-Single-stage-INEA project "Equal and Inclusive Transport for Women through Participatory Service Design", project participant, score: 10; ESF, SAM 822, Academic staff professional qualifications 2019-2020, project manager.

**V.Zahars:** Projects Program for Improving the Existing Personnel Education Program "Prison Guard" of the Prison Administration and the Content of the Professional Development Program for State Probation Service Employees, September 2017-March 2018.

**4.5. Provide examples of the involvement of the academic staff in the scientific research and/or artistic creation activities both at national and at international level (in the fields related to the content of the study programme), as well as the use of the obtained information in the study process.**

The research activity of the academic staff is carried out in accordance with the research directions of the study field “Law Science” and is one of the main directions of the Academy's activity. To ensure a successful research process, the Academy has a Study Methodological Council and a Doctoral Council.

The research topics of the academic staff of the doctoral study program “Law Science” are closely related to the content of the study program and the academic courses of the lecturers (<http://bsa.edu.lv/raspisanie.htm>). The lecturers of the study program develop their scientific competences and directions of scientific activity. As part of these directions, they conduct research, write scientific articles, participate in conferences, and supervise students' scientific papers. The research work performed by the lecturers of the study program is used in the preparation of study courses, programs and training of students, and it has a direct impact on the study work.

The lecturers of the study program regularly present the results of their research to the scientific community by participating in conferences and scientific seminars organized by the Academy, as well as in conferences, symposia and congresses organized by other Latvia and foreign universities which both broadens the professional horizon and allows for scientific activity in the chosen field. The participation of the academic staff of the study program in international scientific conferences is reflected in the **Appendix**.

<b>No.</b>	<b>Lecturers' participation in conferences and scientific seminars</b>	<b>Number</b>
1.	In conferences organized by Latvia universities	47
2.	In conferences organized by foreign universities	28
3.	Total	75

**The total number of publications of the academic staff of the doctoral study program “Law Science” in the reporting period:**

<b>No.</b>	<b>Scientific and methodological work of lecturers</b>	<b>Number of publications</b>
1.	Scientific publications included in the Thomson Reuters Web of Science, Elsevier (SCOPUS and others), ERIH + databases	28
2.	Scientific publications included in EBSCO host, Copernicus and other international databases	
3.	Scientific publications included in other international publications	12

4.	Scientific publications published in Latvia publications	36
5.	Publishing of textbooks and methodological literature	35

The results of the research of the teaching staff involved in the doctoral study program are reflected in the published monographs, scientific articles and published conference materials, projects and other scientific activities. The list of the main scientific publications of the academic staff involved in the implementation of the study program, the prepared study literature, the participation of the academic staff in projects and other scientific activities during the reporting period are reflected in the **Appendix**.

The qualification of the teaching staff can be assessed as appropriate, because in general the implementation of the program involves both teaching staff who are actively engaged in research, thus able to ensure high quality of knowledge related to the latest scientific knowledge in the field, as well as shares his scientific-practical experience, improving the level of students' capacity in several dimensions. It can be concluded that the teaching staff involved in the implementation of the study program is able to create and improve the students' appropriate competencies, skills and knowledge, achieving the set study outcome.

**4.6. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of teaching staff cooperation are applied to ensure the quality of academic and scientific activities in the implementation of the study program:

- mutual attendance of lectures / classes, master classes / examinations of the lecturers of the Academy, which allows to evaluate the strengths and weaknesses of the work;
- preparation of annual reports of the Academy's lecturers on academic and scientific activities, publications, participation in scientific research and scientific conferences;
- promoting the international exchange of the Academy's lecturers by attracting funding from international funds and creating an opportunity for the Academy's lecturers to gain experience in foreign high schools;
- inviting highly qualified guest lecturers and lecturers to teach study courses, to conduct master classes, including from foreign universities;
- analysis and evaluation of the content of the study program, preparing self-evaluation reports for the past academic year. The obtained data and conclusions are reviewed at the meetings of the Program Council and Senate;
- monitoring and analysis of the quality of the study process and teaching, which is regularly performed by the Program Council;
- surveys and analysis of graduates' work skills and suitability for the labor market;
- surveys of students, obtaining an opinion on the implementation of specific courses of study

programs, compliance of the content and form of teaching with the requirements of study quality;

- use of external experts to evaluate the study process and students' knowledge;
- strategic planning of the study process, analyzing the weak points of the study program, their elimination and the opportunities of the program development.

The fulfillment of the mission of the Academy is ensured by the highest qualified academic staff, which consists of the core professors and associate professors, as well as qualified lecturers (assistant professors) and invited lecturers of the academic renewal reserve. The Academy uses opportunities to attract internationally recognized specialists. Uniform, special approach criteria have been set for the election of academic staff. The optimal structure of the Academy's staff follows from the objectives of the Academy and may differ from one study programs to another. Operating in the market of free competition in education and academic services, the Academy promotes a flexible and attractive staff recruitment policy.

Relationships between the number of students and the number of lecturers within the doctoral study program "Science of Law" (at the time of submitting the self-assessment report).

Study Program	Number of students per one academic load
Doctoral study program "Science of Law"	5.73

# Annexes

III. Description of the Study Programme - 1. Indicators Describing the Study Programme		
Compliance of the joint study programme with the provisions of the Law on Institutions of Higher Education (table)		
Statistics on the students over the reporting period	Statistika studenti Doktorantura05.08.2021.EN.pdf	Statistika studenti Doktorantura05.08.2021.LV.pdf
III. Description of the Study Programme - 2. The Content of Studies and Implementation Thereof		
Compliance of the study programme with the State Education Standard		
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	Doctoral Study Program "Science of Law" Study Course Mapping.docx	Doktora studiju programmas "Tiesību zinātne" studiju kursu kartējums.docx
Curriculum of the study programme (for each type and form of the implementation of the study programme)	TZ_doktorantura_programma PLANS_2021_EN.pdf	TZ_doktorantura_programma PLANS_2021_LV.pdf
Descriptions of the study courses/ modules	Study courses English.docx	Doktoranturas _studiju_kursu_apraksti_2021.docx
Description of the Study Direction - Other mandatory attachments		
Sample of the diploma to be issued for the acquisition of the study programme.	Doktorantura_TZ_sert_atz_Diploms_Ph.D 10.05.2021_2.pdf	Doktorantura_TZ_sert_atz_Diploms_Ph.D 10.05.2021_2.pdf
Description of the Study Programme - Other mandatory attachments		
Document confirming that the higher education institution/ college will provide the students with the options to continue the acquisition of education in another study programme or at another higher education institution/ college (a contract with another accredited higher education institution/ college), in case the implementation of the study programme is discontinued	Contract_BAT-EN.pdf	līgums_ar_BAT.pdf
Document confirming that the higher education institution/ college guarantees to the students a compensation for losses if the study programme is not accredited or the licence of the study programme is revoked due to the actions of the higher education institution/ college (actions or failure to act) and the student does not wish to continue the studies in another study programme	Doct_LS_performance_Oblig_EN.pdf	Dokt_TZ_saistibu_izpilde_LV.pdf
Confirmation of the higher education institution/ college that the teaching staff members to be involved in the implementation of the study programme have at least B2-level knowledge of a related foreign language according to European language levels (see the levels under www.europass.lv), if the study programme or any part thereof is to be implemented in a foreign language.	Doktorantura_akad.Personala_valodas_08.08.2021. EN.docx	Doktorantura_akad.Personala_valodas_08.08.2021. LV.docx
If the study programmes in the study direction subject to the assessment are doctoral study programmes, a confirmation that at least five teaching staff members with doctoral degree are among the academic staff of a doctoral study programme, at least three of which are experts approved by the Latvian Science Council in the respective field or sub-field of science, in which the study programme has intended to award a scientific degree.		
If academic study programmes are implemented within the study direction, a document confirming that the academic staff of the academic study programme complies with the provisions set out in Section 55, Paragraph one, Clause three of the Law on Institutions of Higher Education	Apliecinājums par ak.personāla atbilstību_DOCTOR_ENG.edoc	Apliecinājums par ak.personāla atbilstību_DOKTOR_LV.edoc
Sample (or samples) of the study agreement	TZ_Doctor_Agreement_ENG_new.docx	Studiju līgums _doktorantura_2021.docx
If academic study programmes for less than 250 full-time students are implemented within the study direction, the opinion of the Council for Higher Education shall be attached in compliance with Section 55, Paragraph two of the Law on Institutions of Higher Education.	CONCLUSION SL doctor 2021.docx	Nr_30_BSA_Ties_zin_par 250 stud.edoc

# Law Science (47380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Law Science</i>
Education classification code	<i>47380</i>
Type of the study programme	<i>Professional master study programme</i>
Name of the study programme director	<i>Irina</i>
Surname of the study programme director	<i>Cvetkova</i>
E-mail of the study programme director	<i>irina.cvetkova@bsa.edu.lv</i>
Title of the study programme director	<i>Mg.iur.</i>
Phone of the study programme director	<i>29186779</i>
Goal of the study programme	<i>provide students with an opportunity to acquire high-quality higher professional education in Law Science, acquisition of theoretical knowledge and research skills in Law Science, to prepare highly qualified and competitive lawyers in accordance with the lawyer's professional standard, who would be able to enter the Latvian and international labour market and to pursue the professional activity of a qualified lawyer independently, as well as to work in specialized legal professions and to hold positions in accordance with the requirements of regulatory enactments and after passing relevant qualification examinations.</i>
Tasks of the study programme	<i>-provide students with the necessary in-depth knowledge and skills in Law Science at both national and European Union level, by implementing the study courses provided for in the study programme in high quality;</i> <i>-provide students with knowledge and skills for the professional activity of a lawyer, in accordance with the professional standard;</i> <i>-develop students' analytical and critical thinking, skills of creative analysis of legal issues, complex or systemic aspects in the relevant field of Law Science or professional field;</i> <i>-promote students' participation in research, participate in scientific conferences, prepare publications in scientific journals;</i> <i>-stimulate the competitiveness of students in the local and international labour market.</i>

Results of the study programme	<p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>-Demonstrate in-depth or extended knowledge and understanding, some of which corresponds to the most recent discoveries in the relevant field of Law Science or professional sphere, and which provides a basis for creative thinking or research, including by participating in the relevant professional interdisciplinary activities;</li> <li>-Use the acquired theoretical knowledge according to the relevant field of Law Science or professional sphere;</li> <li>-Demonstrate understanding and ethical responsibility for the potential impact of scientific results or professional activities on the environment and society;</li> <li>-Identify legal problems, plan solutions and provide reasoned and high-quality solutions to legal problems;</li> <li>-Understand the meaning of legal sources and the methodology of their application.</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>-Independent application of Law Science theory, methods and problem solution skills to perform research activities in Law Science or highly qualified professional functions;</li> <li>-Independently perform in-depth legal analysis, argue and discuss legal problems, complex or systemic aspects of the relevant field of law or professional sphere with specialists, non-specialists and clients;</li> <li>-Take responsibility for work outcomes and their analysis, carrying out work individually, working in a team or managing work of lay-men, also use innovations;</li> <li>-Independently formulate and critically analyse complex scientific and professional problems, justify decisions and, if necessary, conduct additional analysis;</li> <li>-Independently provide legal aid and carry out legal activity in the relevant professional field and in court proceedings.</li> </ul> <p><b>Competences:</b></p> <ul style="list-style-type: none"> <li>-Ability to independently construe, critically analyse and interpret complex scientific and professional problems in the relevant field of Law Science, as well as legal norms;</li> <li>-Ability to integrate knowledge of different fields of Law Science, contribute to the creation of new knowledge and drafting and development of new regulatory enactments, development of research or professional activity methods;</li> <li>-Ability to analyse and use theoretical knowledge and current scientific research in preparing opinions in the relevant field of Law Science;</li> <li>-Ability to provide creative and legally justified approach to solving legal problems at the national and international level;</li> <li>-Ability to independently promote professional development and specialization of competence.</li> </ul>
Final examination upon the completion of the study programme	Master`s thesis

## Study programme forms

### Full time studies - 1 years, 6 months - latvian

Study type and form	Full time studies
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Duration in full years	1
Duration in month	6
Language	latvian
Amount (CP)	60
Admission requirements (in English)	Persons who have obtained a higher education in jurisprudence (professional bachelor's degree) have the right to enrol in the BIA professional master's study programme "Law science", on condition that the total duration of full-time studies of professional bachelor's programme is at least 4 years. Admission of applicants to the Baltic International Academy in full-time second-level higher education professional master's study programme "Law Science" is carried out in accordance with the Admission Regulations and Enrolment Procedures (hereinafter - the Regulations) (Approved on October 23, 2019 at the BIA Senate meeting, minutes No. 140) <a href="https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf">https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf</a>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	Professional master's degree in Law Science
Qualification to be obtained (in english)	lawyer

#### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003

#### Full time studies - 2 years - latvian

Study type and form	Full time studies
Duration in full years	2
Duration in month	0
Language	latvian
Amount (CP)	80
Admission requirements (in English)	Persons who have obtained higher education in law (academic bachelor), provided that the total duration of full-time studies in the professional bachelor's program is 3 years.
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	Professional master's degree in Law Science
Qualification to be obtained (in english)	lawyer

#### Places of implementation

Place name	City	Address
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Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
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### **III - DESCRIPTION OF THE STUDY PROGRAMME (1. Indicators Describing the Study Programme)**

#### **1.1. Description and analysis of changes in study programme parameters that have taken place since the issue of the previous accreditation certificate of study direction or the license of study programme if study programme is not included in the accreditation page of the study direction**

Since the previous accreditation, amendments have been made to the optional part B of the study courses of the Prof. Master's program, introducing new study courses (*EU trade law (3 CP 4ECTS)*, *Peculiarities of the Insolvency process (3 CP 4,5ECTS)*), in accordance with the Cabinet of Ministers 15.01.2019. Regulation No. 46 requirements.

Guided by new requirements, BIA council of the study direction "Law Science" developed a draft of changes in the study programmes of the study direction "Law Science", creating a unified professional master's study programme "Law Science" instead of two previous master's study programmes "Private Law" and "Criminal Law".

Thus, from 2022, a 3+2 year model will be implemented for those graduates who will complete the academic bachelor's study programme in Law Science, as well as a 4+1.5 year model for those graduates who completed a professional bachelor's study programme in Law Science with the relevant practice, creating a unified professional master's study program "Science of Law" instead of the previous two master's study programs "Private Law" and "Criminal Law" (see Table III 1.1.1.), also making relevant changes (see Tables III 1.1.2 and III 1.1.3).

#### **1.2. Analysis and assessment of the statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down in the different study forms, types, and languages.**

Analysing the tendencies of student dropouts, it can be seen that in the period from 2013/2014 until the autumn of the academic year 2019/2020, the *number of students dropping out* of the professional master's study programme "Law Science" is 91. In the period from 2013/2014 until the autumn of the academic year 2019/2020, the number of students dropping out of the professional master's study programme "Criminal Law" is 32. Every master's programme student, who has decided to terminate his/her studies, is asked to fill in a questionnaire on the reasons for the termination of studies. Personal reasons are stated most often (financial debts, academic debts).

In the period from academic year 2013/2014 until the autumn of the academic year 2019/2020, the number of students in the master's study programme "Private Law" from abroad (outside the framework of exchange programmes) is similar. Students have come from such countries as Georgia, Estonia, Kazakhstan, Cyprus, Russia, Uzbekistan, Hungary (see Annex ), but the total number of students in the master's study programme "Criminal Law" from abroad (outside the framework of exchange programmes) has been 5. Students have come from such countries as Azerbaijan and Russia (see Annex ).

Students of both professional master's study programmes study only for the financial resources of natural persons. In the period from 2013/2014 until the beginning of the academic year 2020/2021, the total number of graduates was 361, of which 272 in "Private Law" and 89 in "Criminal Law".

At the beginning of the academic year 2019/2020, the total number of students is 41. This indicates that the professional master's study programme in Law Science is competitive and corresponds to the labour market situation and demand.

The number of students in the Prof. Master's study program "Private Law" is stable, but in the last 2 years there has been a decrease in students, which was influenced by the introduction of legal qualifications exam and a decrease in the total number of students in the country. In 2018 and 2019, the number of students in the Prof. Master's study program "Criminal Law" has significantly increased and reached the number of 58 and 47 (respectively).

Statistics by forms, types and language see appendix.

### **1.3. Analysis and assessment of the interrelation between the name of the study programme, the degree or professional qualification to be acquired or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements.**

The aim and objectives of the professional master's study programme, as the achievable learning outcomes, are based on the following normative documents:

1. The Cabinet of Ministers Regulation No. 46 **"Procedures for the National Uniform Professional Legal Qualification Examination"** (15.01.2019)
2. The Cabinet of Ministers Regulations No. 512 **"Regulations Regarding the State Standard for Second-Level Professional Higher Education"** (26.08.2014);
3. The Cabinet of Ministers Regulation No. 322 **"Regulations on the Classification of the Latvian Education"** (13.06.2017);
4. **European Qualifications Framework;**
5. The Cabinet Regulations No. 795 **"Regulations Regarding Licensing of Study Programmes"** (11.12.2018);
6. **Guidelines for the Preparation of the Description of a Study Programme** (31.01.2019);
7. The Cabinet of Ministers Regulation No. 793 **"Regulations Regarding Opening and Accreditation of Study Fields"** (11.12.2018);
8. **Guidelines for the Preparation of the Self-Assessment Report of a Study Direction** (04.03.2019)
9. **Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)** (15.05.2019).

Upon successful completion of the professional master's study programme "Law Science", a professional master's degree in Law Science and a qualification of a lawyer is obtained, which allows the graduate to work in specialized professions of a lawyer and hold positions, because in the study process he would have acquired both theoretical knowledge and practical and analytical skills based on research and creative work, as well as on the passed the lawyer's qualification examination.

The title of the professional master's study programme, the degree to be awarded, the aims and

objectives, as well as the admission requirements are interrelated and eligible.

Table 1.3.1.

**The aim and objectives of the professional master's study programme "Law Science"**

**The aim (PM) of the second level higher education professional master's study programme "Law Science"**

provide students with an opportunity to acquire high-quality higher professional education in Law Science, acquisition of theoretical knowledge and research skills in Law Science, to prepare highly qualified and competitive lawyers in accordance with the lawyer's professional standard, who would be able to enter the Latvian and international labour market and to pursue the professional activity of a qualified lawyer independently, as well as to work in specialized legal professions and to hold positions in accordance with the requirements of regulatory enactments and after passing relevant qualification examinations.

**The objectives of the second level higher education professional master's study programme "Law Science" (PU)**

provide students with the necessary in-depth knowledge and skills in Law Science at both national and European Union level, by implementing the study courses provided for in the study programme in high quality (PU1)

provide students with knowledge and skills for the professional activity of a lawyer, in accordance with the professional standard (PU2)

develop students' analytical and critical thinking, skills of creative analysis of legal issues, complex or systemic aspects in the relevant field of Law Science or professional field (PU3)

promote students' participation in research, participate in scientific conferences, prepare publications in scientific journals (PU4)

stimulate the competitiveness of students in the local and international labour market (PU5)

Table 1.3.2

**Interrelation between the aims (PM), objectives (PU) and learning outcomes (SR) of the second level higher education professional master's study programme "Law Science"**

<b>PM</b>						
P1	PU2	PU3	PU4	PU5	PU6	PU7
ZR1-ZR5; PR1; PR2; PR4; CP1; CP4; CP7	ZR1; ZR2; ZR3; PR1; PR5; PR6; CP1; CP2; CP3	ZR2; ZR4; PR1; PR2; PR3; PR4; CP1; CP3	ZR1; ZR5; PR4; CP1; CP2; CP3	ZR3; ZR4; PR2; PR3; PR5; CP2; CP4	ZR1; ZR2; ZR4; PR1; PR2; PR4; CP1; CP3	ZR4; ZR5; PR3; PR5; CP2; CP5

The aim and objectives of the second level higher education professional master's study programme "Law Science", as well as the knowledge, skills and competence acquired during the

studies correspond to the seventh level of the LQF, as well as the fifth professional qualification level.

Table 1.3.3.

**Interrelation between knowledge, skills and competences and the learning outcomes of the masters' study programme to the Latvian Qualifications Framework (LQF) level 7**

LQF 7.	<i>Able to demonstrate in-depth or extended knowledge and understanding, from which some represent most recent discoveries in the respective field of science or professional area and which provide basis for creative thinking or research, including by working in interdisciplinary areas</i>	<i>Able to independently apply theory, methods and problem solution skills in research or artistic activities or highly qualified professional functions Able to provide well-founded arguments and discuss complex or systemic aspects of the respective field of science or professional area with both – specialists and laymen. Able to independently advance improvement of own competences and specialisation, to assume responsibility for results of work of personnel groups and to analyse them, to perform entrepreneurial activities, innovations in the respective field of science or profession, to perform work, research or further studies in complex and unforeseen circumstances and, if necessary, modify these by applying new approaches</i>	<i>Able to independently formulate and critically analyse complex scientific and Professional problems, to justify decisions and, if necessary, to conduct additional analysis. Able to integrate knowledge of various areas, to contribute to creation of new knowledge, development of research or professional methods, to demonstrate understanding and ethical responsibility for potential environmental and public impact of results of science or professional activities</i>
<b>Learning outcomes (SR)</b>	<b><u>Knowledge</u></b>	<b><u>Skills</u></b>	<b><u>Competences</u></b>

Learning outcomes of the second level higher education academic master's study programme "Law Science"	Demonstrate in-depth or extended knowledge and understanding, some of which corresponds to the most recent discoveries in the relevant field of Law Science or professional sphere, and which provides a basis for creative thinking or research, including by participating in the relevant professional interdisciplinary activities (ZR1)	Independent application of Law Science theory, methods and problem solution skills to perform research activities in Law Science or highly qualified professional functions (PR1)	Ability to independently construe, critically analyse and interpret complex scientific and professional problems in the relevant field of Law Science, as well as legal norms (CP1)
	Use the acquired theoretical knowledge according to the relevant field of Law Science or professional sphere (ZR2)	Independently perform in-depth legal analysis, argue and discuss legal problems, complex or systemic aspects of the relevant field of law or professional sphere with specialists, non-specialists and clients (PR2)	Ability to integrate knowledge of different fields of Law Science, contribute to the creation of new knowledge and drafting and development of new regulatory enactments, development of research or professional activity methods (CP2)
	Demonstrate understanding and ethical responsibility for the potential impact of scientific results or professional activities on the environment and society (ZR3)	Take responsibility for work outcomes and their analysis, carrying out work individually, working in a team or managing work of lay-men, also use innovations (PR3)	Ability to analyse and use theoretical knowledge and current scientific research in preparing opinions in the relevant field of Law Science (CP3)
	Identify legal problems, plan solutions and provide reasoned and high-quality solutions to legal problems (ZR4)	Independently formulate and critically analyse complex scientific and professional problems, justify decisions and, if necessary, conduct additional analysis (PR4)	Ability to provide creative and legally justified approach to solving legal problems at the national and international level (CP4)
	Understand the meaning of legal sources and the methodology of their application (ZR5)	Independently provide legal aid and carry out legal activity in the relevant professional field and in court proceedings (PR5)	Ability to independently promote professional development and specialization of competence (CP5)

Admission of applicants to the Baltic International Academy in full-time second-level higher education professional master's study programme "Law Science" is carried out in accordance with the Admission Regulations and Enrolment Procedures (hereinafter – the Regulations) (Approved on October 23, 2019 at the BIA Senate meeting, minutes No.

140) [https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2020\\_21.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf)

The requirements specified in the Regulations (Part 1; Part 2, Clauses 8, 9, 10, 11, 13 - 20; Chapter VI) are the basis for ensuring the achievement of the aim, objectives and learning outcomes of the study programme, which indicate to the fact that all the above-mentioned factors are interrelated.

### **III - DESCRIPTION OF THE STUDY PROGRAMME (2. The Content of Studies and Implementation Thereof)**

**2.1. Assessment of the relevance of the content of the study course/ module and the compliance with the needs of the relevant industry and labour market and with the trends in science. Provide information on how and whether the content of the study course/ module is updated in line with the development trends of the relevant industry, labour market, and science. In case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation.**

The professional master's education program "Law Science" by the Baltic International Academy (also referred to hereinafter as BIA) grants students an opportunity to gain profound theoretical knowledge, research proficiency and development of skills in the domain of legal science. The goal and objectives of the education program meet the long-term operation and development strategy of BIA, its priority lines of research and the goals and objectives of the "Law Science" field of studies; there are focused on further improvement of competence in Law Science.

The goal and objectives of the program are achieved through the continuity and mutual coherence of education programs of all levels – level 1 and 2 "Law Science" higher education program, the master's program and the doctoral education program. The program is developed in observance of the provisions of the Bologna Declaration in respect of the European Higher Education Area and meets the effective national higher education standards. Successful completion of the professional master's education program is a prerequisite for further education in the doctoral education program "Law Science".

The curriculum implemented within the boundaries of the program gives students appropriate profound knowledge, skills and competence in the legal domain. The content of the education program has been assessed and updated to meet the requirements of the industry and the labour market, as well as research trends.

In terms of content, the image of the program is shaped so as to achieve the set goal of the master's education program and fulfil the objectives of the program defined as necessary for achieving the goal thereof. Organisation of the study process relies on a number of principles – quality, sustainability, continuity and cooperation. Similar to the methodological and principal study courses, the design of the professional master's education program considers the specific goals and objectives thereof to define four focus areas in different domains of legal science – civil law,

criminal law, international law and mediation.

The structure of the program is logical and student-centred, conducting independent research efforts and purposeful development of practical skills in line with the domain-specific principles of legal science. The program meets the currently relevant requirements of the labour market towards experts in legal professions. The education program and the study courses developed within the boundaries thereof are tuned to the current development trends of legal science, thus offering competitive education.

In general, the program is focused at the achievement and fulfilment of the defined goals and objectives to a high quality. The strategic goal of the program is to provide academic studies meeting the economic, cultural and social needs of the country and the labour market, as well as to implement the acquisition of in-depth knowledge and skills relevant to the industry in general and the particular specialist field along the four lines of the program and prepare students for creative research and educational work in the industry. The content of the education program meets the seventh Latvian Qualifications Framework level, as well as the professional higher education standard for professional master's education programs.

#### *Appropriateness of the education program and the study courses to the labour market needs*

The professional master's education program "Law Science" has been developed in accordance with:

- *"The National Concept for the Development of Higher Education and Institutions of Higher Education of Latvia for 2013 - 2020"<sup>[3]</sup>*, which emphasises the need to reinforce cohesion between education, research and business to pursue excellence and innovation as one of the challenge areas for Latvian higher education;
- *"The Sustainable Development Strategy of Latvia until 2030"<sup>[4]</sup>*, which addresses the development trends in education by stating that technological awareness, the ability to integrate skills and competences from different sectors, creative capabilities, human and risk management requirements and openness to international and cross-cultural cooperation are becoming ever more important;
- *"The National Development Plan of Latvia for 2021 - 2027 (NAP2027)"<sup>[5]</sup>*, which points out that further growth of the national economy and improvement of the quality of life for the population of Latvia depend on the ability to produce new knowledge-based competitive advantages in a rapidly changing environment, that is, to increase productivity through investment in human capital, research and innovation, as well as implementation of new digital technologies. In turn, the government acts in reliance upon supremacy of law, justice, proportionality and other principles of a state governed by the rule of law, and is able to render quick and efficient assistance in safeguarding one's rights to everyone, especially those of the disadvantaged groups. Formation and enhancement of awareness of one's rights, legal behaviour and legitimate expectations are conducted by both the possibility of fulfilling and protecting one's rights and the independent and efficient system for the defence of rights; therefore, people trust the state and participate in the process of governance thereof.

As evidenced by an analysis of job advertisements, the demand for experts of legal professions is rather high.

Table 2.1.1.

**Labour market demand assessment** (as of 01.02.2021)



No.	Profession	<a href="https://cvvp.nva.gov.lv/">https://cvvp.nva.gov.lv/</a>	<a href="https://www.visidarbi.lv">https://www.visidarbi.lv</a>	<a href="https://cv.lv/lv/">https://cv.lv/lv/</a>	<a href="https://www.vp.gov.lv/">https://www.vp.gov.lv/</a>	Total
1	Lawyer	7	35	28	1	64
2	Senior Lawyer		3	2		5
3	Assistant Lawyer		7	3		10
4	Legal Counsellor	17	9	5		14
5	Legal Department Director		3	2		5
6	Attorney		1	1		2
7	Policeman	18			6	6
8	Other jobs with legal education		25	32	3	60
<b>Total:</b>		<b>32</b>	<b>83</b>	<b>73</b>	<b>10</b>	<b>198</b>

According to [www.cv.lv](http://www.cv.lv), 46 of the total of 83 vacancies under "Law Science / Law" offer the position of a lawyer to specialists in the industry.

Vacancies listed under "Law, Legal Services" at [www.visidarbi.lv](http://www.visidarbi.lv) offer 3 positions of a senior lawyer and 3 positions of a legal department director.

Official website of the State Employment Agency <https://cvvp.nva.gov.lv/> lists 32 vacancies for people of legal profession.

Therefore, professionals in the domain of law and legal science experts are sought after by the labour market, so legal science education retains its relevance.

Table 2.1.2.

### Planned amendments to the professional master's education program "Law Science"

	<b>Compliance of the content of the education program with the state academic education standard</b> <i>(Regulations of the Cabinet of Ministers No. 240 of May 13, 2014 "Regulations on the State Academic Education Standard")</i>	<b>Compliance of the content of the education program with the state academic education standard</b> <i>(Regulations of the Cabinet of Ministers No. 512 of August 26, 2014 "Regulations on the State Second Level Higher Vocational Education Standard")</i>
<i>Title of the study program</i>	Professional Master's Study Program "Law"	Professional Master's Study Program "Private Law" Professional Master's Study Program "Criminal Law"
<i>Code of the study program according to the Latvian education classification</i>	47380	47380

<i>Duration and scope of the study program implementation</i>	80 CP / 120 ECTS, for graduates of the academic bachelor's program "Science of Law" 60 CP / 90 ECTS, for graduates of the professional bachelor's program "Science of Law"	1.5 years, 60 CP / 90 ECTS
<i>Type and form of studies of the study program</i>	Full-time full-time - 2 years for graduates of the academic bachelor's program "Science of Law"; Full-time full-time - 1.5 years for graduates of the professional bachelor's program "Science of Law"	Full-time full-time - 1.5 years
<i>Language of study program implementation</i>	Latvian	Latvian, bilingual
<i>Degree or degree to be obtained and qualification</i>	Professional master's degree in law and qualification of a lawyer	Professional master's degree in law and qualification of a lawyer
<b>Program structure</b>	Part A - Compulsory study courses 24 CP / 36 ECTS	Part A - Compulsory courses: "Private Law" (20 CP) "Criminal Law" (14 CP)
	Part B - Elective study basic courses 8CP / 12ECTS	Part B - Sector specialization courses: "Private Law" (14 CP) "Criminal Law" (20 CP)
	Part C - Research work, creative work, design work and management study courses 2 CP / 3ECTS	-
<b>Full-time full-time 2 years</b>	Practice I (research) 6CP / 9ECTS Practice II (professional) 10CP / 15ECTS Practice III (undergraduate) 10CP / 15ECTS	Professional practice (6 CP)
<b>1.5 years full-time</b>	Practice I (research) 6CP / 9ECTS	Professional practice (6 CP)
	Lawyer qualification exam 4 CP / 6ECTS	-
	Master's thesis 16CP / 24ECTS	State examination - master's thesis (20 CP)

Part A. Description of compulsory study courses	"Law Science"	"Private law"
	Part A (compulsory courses)	Part A (compulsory courses)
	Logic and methodology of scientific research 2CP / 3ECTS	Logic and methodology of scientific research (2 CP)
	Current problems of legal theory and legal philosophy 3CP / 4,5ECTS	Problems of Legal Theory (3 CP)
	In Part B.	Higher education pedagogy and psychology (2 CP)
		"Criminal law"
	Current problems of legal theory and philosophy of law 3CP / 4.5ECTS	Problems of Legal Theory (3 CP)
	In Part B.	Higher education didactics (3 CP)
	In Part B.	European Human Rights (3 CP)
	"Law Science"	"Private law"

<b>Part A1</b> <b>Study courses that ensure the acquisition of the latest achievements in the theory and practice of the field (in the field of work and organization)</b>	<b>Part A1 (compulsory courses that ensure the acquisition of achievements in theory and practice)</b>	<b>Study courses that ensure the acquisition of the latest achievements in the theory and practice of the field</b>
	-	Current Problems of Civil Law in Latvia and the EU: Property Law (2CP)
	Problems of Obligation Law and Commercial Transactions 2CP / 3ECTS	Current Problems of Civil Law in Latvia and the EU: Law of Obligations (2 CP)
	Solving family and inheritance legal problems 2CP / 3ECTS	Current Problems of Civil Law in Latvia and the EU: Family and Inheritance Law (2 CP)
	-	Current Problems of Civil Law in Latvia and the EU: Exclusive Rights (2 CP)
	In Part B.	EU trade law (2 CP)
	-	Transactions and their taxation (3 CP)
	In Part B.	European Union Labor Law (2 CP)
	Academic bachelor study program Insolvency law 2CP / 3ECTS	Peculiarities of the insolvency process (3 CP)
	Interaction between private international law and public law 2CP / 3ECTS	-
	Comparative constitutional law 3CP / 4,5ECTS	-
	Current problems of civil procedure in Latvia and international civil procedure 3CP / 4,5ECTS	International Civil Procedure (3 CP)
	Current problems of administrative law 2CP / 3ECTS	-
		<b>"Criminal law"</b>
	Current problems of criminal law 2CP / 3ECTS	Current problems of criminal law (4 CP)
	Current problems of criminal procedure law 2CP / 3ECTS	Current Problems of Criminal Procedure Law (4 CP)

<b>Part B Restricted compulsory elective courses</b>	<b>"Law Science"</b>	<b>"Private Law and Criminal Law"</b>
	Higher education didactics 2CP / 3ECTS	In part A. Higher education didactics (3 CP) "Criminal law" Higher Education Pedagogy and Psychology (2 CP) "Private Law"
	European Human Rights 2CP / 3ECTS	In part A1 European Human Rights (3 CP)
	In part A.	In part A. International Civil Procedure (3 CP)
	Criminal Punishment Policy 2CP / 3ECTS	In part A1 Criminal Punishment Policy (4 CP)
	Problems of Forensic Science and Operational Theory 2CP / 3ECTS	In part A1 Problems of Forensic Science and Operational Theory (4 CP)
	Personal data protection 2CP / 3ECTS	-
	Legal framework of public procurement 2CP / 3ECTS	-
	Constitutional Court proceedings 2CP / 3ECTS	-
	International (European) Labor Law 2CP / 3ECTS	In part A1 European Union Labor Law (2 CP)
	Legal Problems of International Transport 2CP / 3ECTS	-
	International Judicial Cooperation and Dispute Resolution 2CP / 3ECTS	-
	International Trade Law 2CP / 3ECTS	In part A1 EU trade law (2 CP)
<b>Research work, creative work, design work and management study courses. Part C.</b>	Study papers with publication in the scientific journal 1CP / 1,5ECTS	Course work (0 CP)
	Organization management 1CP / 1,5ECTS	-

<b>Practice</b>	Practice (research) 2CP / 3ECTS (P) Internship II (professional) 10CP / 15ECTS (P) Internship III (undergraduate) 10CP / 15ECTS (P)	Professional practice (6CP) (P)
<b>Qualification exam</b>	Lawyer qualification exam 4CP / 6ECTS	-
<b>Master's thesis development and defense</b>	Master's thesis 16 CP / 24ECTS	State examination - master's thesis (20 CP)

In conjunction with BIA strategy program Latvian laws and regulations, EU requirements and international trends, the BIA second-level higher education professional master's study program "Law knowledge to go" was established, raising the pre-existing courses, as well as include absolutely new modern equivalent to the requirements of the study courses such that: Current problems of administrative law; Legal regulation of public procurement; Protection of personal data ; Comparative constitutional law; Constitutional court proceedings; Interaction between private international law and public law; International criminal law; Legal problems of international transportation; International legal cooperation and dispute settlement.

#### *Correspondence of the study program and study courses to the field*

Comparing the professional master's study programs " Private Law " and "Criminal Law" with the professional master's study program "Law", it can be concluded that it covers various fields of law, includes professional practice in the amount of 26 CP for students who have completed an academic bachelor's program, as well is supplemented by passing a qualification exam

The professional master's study program "Science of Law" has been developed in accordance with the Cabinet of Ministers Regulation No.512 " Regulations on the second level professional higher education state standard" (26.08.2014), the volume of the master's study program is 80 CP / 120 ECTS, for graduates of the academic bachelor's program "Science of Law" or 60 CP / 90 ECTS, professional bachelor's program " Law "for graduates, including in the compulsory part of the master's study program includes 22 credits in the amount of 22 points, elective courses in the amount of 8 credit points , 26 credit points - professional practice for graduates of the academic bachelor's program and 6 credit points for graduates of the professional bachelor's program, 16 credit points is the elaboration of a master's thesis , but 4 credit points - passing the state qualification lawyer's examination .

Taking into account the above, the professional master's study program is focused on the acquisition of professional qualification skills, as well as the increase of scientific competence.

#### *Comparison of BIA professional master's study program "Science of Law" with similar study programs in Latvia and the EU*

In order to analyze the competitiveness and compliance of the BIA professional master's study program "Science of Law" with the requirements of the labor market, a comparison was made with other similar programs in Latvia and Europe. The comparable factors that can be used to determine the adequacy of the program have been selected as follows: admission conditions, degree awarded, duration of studies, volume of the program in credit points, program structure, practice, state examination and study goal.

Professional master's study program "Law" was compared with the "Turība University" Ltd

and Rezekne Academy of Technology similar study programs. The comparison is shown in Figure 2.1.4. table.

Table 2.1.3.

**Comparison of the study program of the Baltic International Academy (BIA) with the similar study programs of the “Turība University” Ltd and Rezekne Academy of Technology**

<b>Higher education institutions</b>	<b>BIA</b>	<b>Turība</b>	<b>RAT</b>
<b>name</b>			
<b>Study</b>	<i>Law Science</i>	<i>Law Science</i>	<i>Law Science</i>
<b>the name of the program</b>			
<b>Duration of studies</b>	Full-time 1.5 or 2 years	Full-time 1.5 or 2 years Part-time e-studies 1.6 or 2.1 years	Full-time 1.5 or 2 years
<b>Volume</b>	60 CP (90 CP) or 80 CP (120 ECTS)	60 CP (90 ECTS) or 80 CP (120 ECTS)	60 CP (90 ECTS) or 80 CP (120 ECTS)
<b>Closing</b>	Master's Thesis	Master's Thesis	Master's Thesis
<b>tests</b>	Master's thesis 16 CP Lawyer qualification exam 4 CP	Master's thesis 16 CP Master's exam 4 CP	Master's thesis 18 CP State examination exam 2 CP
<b>Study results</b>	Professional master's degree in law . Qualification of a lawyer	Professional master's degree in law (Mg. Iur.) Qualification: Lawyer	P professional professional degree in law and professional qualification “Lawyer”
	Comparative constitutional law 3 CP		Allusions of constitutional legal acts . Process in the Constitutional Court 2 CP

Current problems of legal theory and legal philosophy 3 CP		Topicalities of legal theory and philosophy of law 2 CP
Logic and methodology of scientific research 2 CP	Research methods in law 2 CP	
Interaction of Private International Law and Public Law 2 CP		Theory and practice of international public and private law 2 CP
Current problems of civil procedure in Latvia and international civil procedure 3 CP	Jurisdiction of International Courts 3 CP	
Problems of liability law and commercial transactions 3 CP	Current problems of commercial law 2 CP	
Solving family and inheritance legal problems 2 CP		Theory of Civil Law and Regulation of Civil Law Relations 2 CP
Current problems of administrative law 2 CP		Theory of Administrative Procedure Law and Application of Administrative Procedure Law 2 CP  Theory and practice of administrative law 2 CP
Current problems of criminal procedure law 2 CP		Evidence theory and practice in criminal proceedings and administrative violation cases 2 CP



Current problems of criminal law 2 CP		Interaction and connection between criminal law and criminal procedure law. Application of Criminal Law and Criminal Procedure Law 4 CP
Higher education didactics 3 CP		
European Human Rights 2 CP	Mechanisms of human rights implementation 2 CP	
Personal data protection 2 CP	Topicalities of data protection law 2 CP	
Criminal punishment policy 2 CP	Criminal Punishment Policy and Crime Development Tendencies 2 CP	
Problems of Forensic Science and Operational Theory 2		Evidence theory and practice in criminal proceedings and administrative violation cases 2 CP
Legal regulation of public procurement 2 CP		
Constitutional Court proceedings 2 CP		Topicalities of constitutional law. Process in the Constitutional Court 2 CP
International (European) Labor Law 2 CP	European Union social and labor law 2 CP	Labor legal relations and labor dispute resolution 2 CP
International Criminal Law 2 CP		

	Legal problems of international transpoRATtion 2 CP		
	International legal cooperation and dispute resolution 2 CP	International legal cooperation 2 CP  Alternative Dispute Resolution 2 CP	
	International Trade Law 2 CP		
	Study papers with publication in a scientific journal 1 CP		Semester work 2 CP
	Organization management 1 CP		Organization of legal work, management and management psychology 2 CP
	Practice I (research) 6 CP	Practice 6 CP	Professional practice in administrative cases, civil cases, criminal cases I 6 CP
	Practice II (professional) 10 CP Practice III (pre-diploma) 10 CP	Pre-master's work practice 20 CP	Professional practice in administrative cases, civil cases, criminal cases II 20 CP
	Master's thesis 16 CP	Master's thesis 16 CP	Master's thesis 18 CP
	Lawyer qualification exam 4 CP	Master's exam 4 CP	State examination 2 CP
	<i>Academic bachelor study program - General and Legal Psychology</i> 2 CP	Social psychology 2 CP	

	<i>Academic bachelor study program - New presentation of normative acts 2 CP</i>	Creativity of legal acts 2 CP	
		Division of power 4 CP	
	<i>Academic bachelor's program - Legal Informatics 1 CP</i>	Management information systems 2 CP	Regulation of information technologies in e-environment 2 CP
	<i>Academic bachelor study program - Environmental and Civil Protection 2 CP</i>	Civil and environmental protection 2 CP	
		Common Law 1 2 CP	
		Common Law 2 2 CP	
	<i>Academic bachelor study program - Basics of economics and project management 1 CP</i>	Economic principles and their analysis 2 CP	
		Quality systems 2 CP	
	<i>In the academic bachelor's study program - Insolvency Law 2 CP</i>	Insolvency law 2 CP	
	<i>Academic bachelor study program - Legal Conflictology 1 CP</i>	Mediation 2 CP	
		Internship in civil law 2 CP	
		Internship in criminal law 2 CP	
		Internship in mediation 2 CP	
		Internship in International Law 2 CP	
		Internship in state law 2 CP	

		Teaching legal methods and solving weddings 2 CP
	<i>Academic bachelor program -</i> Sociology of Law 2 CP	Problems of sociology of law 2 CP
	<i>Academic bachelor program -</i> European Union Law 3 CP	Topicalities of European Union law in theory and practice 2 CP
		History of law in the context of Latgale region 2 CP

Table 2.1.4.

**Comparison of the duration of the Baltic International Academy study program, credit points, goals and admission conditions with the similar study programs of the “Turība University” Ltd and the Rezekne Academy of Technology**

<b><i>Name of the higher education institution</i></b>	<b>BIA</b>	<b>Turība</b>	<b>RAT</b>
<b><i>Title of the study program</i></b>	<b><i>Law Science</i></b>	<b><i>Law Science</i></b>	<b><i>Law Science</i></b>
<b><i>Study program code:</i></b>	<b>47 380</b>	<b>47 380</b>	<b>47 380</b>
<b><i>Degree to be obtained:</i></b>	<b>Professional master's degree in law</b>	<b>Professional master's degree in law (Mg. iur.)</b>	<b>Professional master's degree in law</b>
<b><i>Qualification to be awarded:</i></b>	<b>Qualification of a lawyer</b>	<b>Qualification: Lawyer</b>	<b>Professional qualification "Lawyer"</b>
<b><i>Duration of studies</i></b>	Full-time 1.5 years or 2 years	Full-time 1.5 years or 2 years Part-time e-studies 1.6 years or 2.1 years	Full-time 1.5 years or 2 years

<b>Compulsory content of the study program</b>	Compulsory part 22 CP	Compulsory part 24 CP	Compulsory part 27 CP
<b>Practice</b>	Limited choice part 6 CP	Limited elective courses 10 CP	Limited elective courses 10 CP
	Research work, creative work, design work and management study courses 6 CP	Research work, creative work, design work and management study courses 4 CP	Research work, creative work, design work and management study courses 4 CP
	Practice I (research) 6 CP	Practice 6 CP	Professional practice in administrative cases, civil cases, criminal cases I 6 CP
	Practice II (professional) 10 CP	Pre-master's work practice 20 CP	Professional practice in administrative cases, civil cases, criminal cases II 20 CP
	Practice III (undergraduate) 10 CP	Practice 6 CP	Professional practice in administrative cases, civil cases, criminal cases I 6 CP
<b>State examination</b>	Master's thesis 16 CP Lawyer qualification exam 4 CP	Master's thesis 16 CP Master's exam 4 CP	Master's thesis 18 CP State examination 2 CP

<b><i>The aim of the study</i></b>	<p>To provide students with an opportunity to acquire high-quality higher professional education in law, theoretical knowledge and research skills in law, to prepare highly qualified and competitive lawyers in accordance with the standard of the legal profession, who would be able to enter the Latvian and international labor market and independently practice as a qualified lawyer; in accordance with the requirements of regulatory enactments and passing relevant qualification examinations, to work in specialized legal professions and to hold positions.</p>	<p>To ensure the set of knowledge, skills and competencies necessary for the management of organizations in law in accordance with the 7th level of the framework specified in the Latvian education qualification , deepening the understanding of legal leaders and their role in achieving strategic goals of organizations, as well as promoting the ability to address current scientific and professional legal issues. problems in a cross-sectoral context.</p>	<p>Prepare t professionals with theoretical knowledge and investigative These senses and students to provide an independent legal action skills in the field of justice</p>
<b><i>Compulsory content of the study program</i></b>	Compulsory part 22 CP	Compulsory part 24 CP	Compulsory part 27 CP

<b>Admission requirements</b>	Persons who have obtained an academic or professional bachelor's degree in law or a second-level professional higher education in law. Persons whose weighted average mark in the diploma supplement is lower than 7 points are admitted according to the results of negotiations (the price of negotiations is determined by the BIA Senate).	the conformity of the previously obtained professional or academic bachelor's diploma, or the professional qualification obtained upon completion of at least 3 years of study program, to the field of law is assessed.	1) a bachelor's degree in at least four years of study or a second-level professional higher education (or equivalent higher education), or 2) a bachelor's degree obtained in three-year studies and a
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Comparing the given programs, it is concluded that the structure of the programs is similar, but their size, duration and content differ significantly, which proves their competitiveness (see table):

- BIA, Turiba and RAT have the same amount of studies, unlike completed professional bachelor's or academic bachelor's programs - 60 CP (90 ECTS) or 80 CP (120 ECTS), respectively ;
- BIA and RAT have the same duration of full-time studies, unlike completed professional bachelor's or academic bachelor's programs - 1.5 years (3 semesters) of full-time studies and 2 years (4 semesters), respectively ;
- The duration of TURIBA studies in full-time studies is 1.5 years (3 semesters) and 2 years (4 semesters), respectively, but part-time e-studies are 1.6 years (3 semesters) and 2.1 years (4 semesters), respectively;
- Only BIA has a special study course "Higher Education Didactics", which allows to apply psychological and pedagogical forms and methods to increase the efficiency of professional interaction and joint activities; manage a variety of activities and training activities ; to manage basic skills of study situation analysis, setting and solving pedagogical tasks; carry out individual training work ;
- Research work, creative work, design work and management study courses: BIA - 6 CP ; TURIBA and RAT - 4 CP;
- BIA, TURIBA and RAT practice is 26 CP;
- all programs have a similar degree to be awarded - Professional Master's degree in law;
- Degree to be awarded: BIA - Lawyer's qualification, TURIBA - Qualification: Lawyer, RAT - Professional qualification "Lawyer".

Each study program has its own significant specifics and differences. The BIA master's study program provides students with in- depth knowledge in various fields of law, including researching its topicality, in order to properly prepare for passing the unified lawyer qualification exam . The content of TURIBA master's study program contains practicum in civil law, criminal law, mediation, international law and state law by 2 CP each . RAT has such special study courses as " History of Law in the Context of Latgale Region ", " Teaching Legal Methods and Solving

Weddings ” . Graduates of the BIA, TURIBA and RAT master's study programs can apply for positions where the requirements of a professional master's degree are set - j lawyer, lawyer, notary, bailiff, prosecutor, insolvency administrator, t filer.

The professional master's study program “Law” was compared with two similar foreign study programs - the University of Antwerp ( AU ) and the University of Bologna ( BU ) (see Table 2.1.6).

Table 2.1.5.

***Comparison of the professional master's study program "Science of Law" with similar programs of foreign universities***

<b>Name of the higher education institution</b>	<b>BIA</b>	<b>University of Antwerp<sup>[1]</sup></b>	<b>University of Bologna <sup>[2]</sup></b>
<b>Title of the study program</b>	Master's study program "Law Science"	Master of Laws	Second level degree "Law studies"
<b>Degree to be obtained</b>	Professional master's degree in law	Master's degree in law	LLM in Law
<b>Duration of studies</b>	Full-time 1.5 years or 2 years	2 years	2 years
<b>Volume of studies</b>	60 CP or 90 ECTS 80 CP or 120 ECTS	120 ECTS (80 CP)	120 ECTS (80 CP)
<b>Practice</b>	Internship 26 CP (39 ECTS)	-	Internship for preparation of the final exam - 36 ECTS (24 CP)
<b>State examination</b>	Master's thesis 16 CP (24 ECTS) Lawyer qualification exam 4 CP (6 ECTS)	Master's thesis 20 CP (30 ECTS)	Dissertation 24 ECTS ( 16 CP)



<b>The aim of the study</b>	<p>To provide students with an opportunity to acquire high-quality higher professional education in law, acquisition of theoretical knowledge and research skills in law, to prepare highly qualified and competitive lawyers in accordance with the standard of the legal profession, who would be able to enter the Latvian and international labor market and independently perform the professional activities of a qualified lawyer, as well as in accordance with the requirements of regulatory enactments and passing relevant qualification examinations, work in specialized law professions and hold positions .</p>	<p>To study legislation on commercial transactions and disputes, on the diversity of legislation, on European constitutionalism and fundamental rights, as well as on sustainable development and global justice. Skills to think critically about the modern role of law in the context of global society. Develop research skills by acquiring skills and exchanging module research groups.</p>	<p>Provides strong acquisition of theoretical / practical legal skills and a multidisciplinary approach to law in a multilevel and comparative perspective.</p>
<b>Admission requirements</b>	<p>Persons who have obtained an academic or professional bachelor's degree in law or a second-level professional higher education in law. Persons whose weighted average mark in the diploma supplement is lower than 7 points are admitted according to the results of negotiations.</p>	<p>Bachelor's degree (academic) at least 180 ECTS.</p>	<p>Bachelor's degree in law</p>

Comparing the programs, it can be concluded that

*The study programs have in common:*

- The duration of BIA , AU and BU studies is 2 years of full-time studies;
- all programs have many study courses in EU and international law;
- BIA and BU provide research or internship practices;
- All programs provide for the preparation and defense of a research master's thesis or dissertation.

*There are differences in study programs:*

- TU is admitted with the received qualification, which includes 60 ECTS legal courses corresponding to 2 years;
- The duration of BIA studies is also 1.5 years of full-time studies;
- degree to be obtained: BIA - Professional Master's degree in law and qualification of a lawyer, AU - Master's degree in law ; BU - LLM in Law ;
- BSA , there are many courses in the national 's law ;
- Mandatory specialization courses are provided for BU;
- AU have no practice.

Table 2.1.6.

***Comparison of the professional master's study program "Science of Law" with similar programs of foreign universities (continued)***

University	Baltic International Academy	University of Antwerp[3]	University of Bologna [4]
Name of the program	Law Science	Master of Laws	Second level degree "Law studies"
Duration of studies	2 years (4 semesters)	2 years (4 semesters)	2 years (4 semesters)
The total amount of	80 CP (120 ECTS)	120 ECTS (80 CP)	120 ECTS (80 CP)
Volume of compulsory study courses	24 CP (129 ECTS)	18 ECTS (1 2 CP)	Total 6 ECTS (4 CP) Specialization courses: 1) Global and international legal culture; 2) Human rights and social justice; 3) Law, economics and finance

Volume of limited elective courses	26 CP (30 ECTS)	66 ECTS ( 44 CP)	Total: 54 ECTS (36 CP) 1) Elective courses: legal disciplines and social and organizational processes - 6 ECTS (4 CP); 2) Elective courses: historical, legal, international, comparative and political disciplines - 24 ECTS (16 CP); 3) Elective courses: legal discipline and analysis of social and organizational processes - 24 ECTS (16 CP)
Volume of optional courses	4 CP (6 ECTS)	6 ECTS (4 CP)	10 ECTS ( 7 CP)
Master's Thesis	20 CP (30 ECTS)	30 ECTS (20 CP)	24 ECTS ( 16 CP)
Degree to be obtained	Professional master's degree in law	Law at the Master	LLM in La

The comparison of the programs according to the content and composition of the study courses shows that in the most important parameters they are similar in the field of European Union and international law in the acquisition of study courses. In addition, the University of Bologna has a special procedure for acquiring study courses, dividing the courses according to specialization and disciplines.

*Conclusion:* BIA professional master's study program "Science of Law" has been created taking into account the existing Latvian higher professional education standards, would prepare highly qualified lawyers and competitive law specialists who would be able to enter the Latvian and international labor market with extensive knowledge of Latvian law system and European Union law.

The analysis of the BIA program "Science of Law" and foreign analogous study programs shows that the structure and nature of study courses meet national and international educational standards and, unlike others, provide an opportunity to acquire knowledge and competencies by researching current problems in Latvian law, and international law, the program will encourage in-depth knowledge learning and preparation for legal status under national exam.

#### *Appropriateness of the education program and the study courses to scientific trends*

According to the "Long-Term Operation and Development Strategy of the Baltic International Academy for the Period of 2016 to 2021"

([https://BIA.edu.lv/wp-content/docs/2020/BIA\\_strategija\\_LV.pdf](https://BIA.edu.lv/wp-content/docs/2020/BIA_strategija_LV.pdf)), one of the core strategic goals of the Baltic International Academy is the integration of science and research into all areas of studies and assurance of international competitive performance in the priority domains of research:

participation in international projects, mobility of students and professors, furtherance of scientific activity , further development of doctoral studies.

The Long-Term Operation and Development Strategy of the Baltic International Academy for the Period of 2016 to 2021 was used as a basis for the development of the main strategic intents for the "Law Science" focus area in the domain of science and research:

- Participation of BIA in EU and other international programs and projects. Participation of BIA in Latvian projects and government research programs.
- Motivation of the academic staff in respect of the preparation and publication of scientific articles, especially in the publications listed in internationally recognized databases (Thomson Reuters Web of Science, Scopus, etc.).
- Holding regular international scientific conferences and seminars in the focus research areas of BIA . Holding annual scientific conferences of young researchers.
- Involvement of students in research and preparation of publications through ensuring the principle of continuity in all focus areas of studies of BIA ;
- Involvement of doctoral candidates into the teaching of study courses.

*Conclusion: The structure of the professional master's study program "Law" is logical, promotes independent research activities and purposeful development of practical skills in various branches of law, providing students with in-depth knowledge and skills in law at both national and European Union level. The changes made in the program meet the requirements for passing the unified lawyer qualification exam.*

Ensuring compliance with the professional master's education program "Law Science" with scientific requirements:

- 1) updating the study courses by means of inclusion of the latest literature;
- 2) in order to make sure that the research stays focused at market demand, specialist practitioners are to be involved in lectureship and management of academic work alongside the academic personnel;
- 3) participation of educators of the "Law Science" education program in international projects and grant schemes;
- 4) participation of educators in international scientific conferences and publication of studies in scientific journals. Students of the program are also to be involved in the performance of scientific work. For instance, the studies performed within the boundaries of masters' theses are presented at industry-specific scientific and professional conferences;
- 5) Doctoral candidates from the BIA 's "Law Science" education program participate in the implementation of study courses.

**2.2. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators, the relation between the aims of the study course/ module and the aims and intended outcomes of the study programme. In case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels.**

A mapping of the study courses included in the professional master's study program "Science of Law" was performed, analyzing the connection of the planned results of the study courses with the results to be achieved in the study program. Looking at the mapping results (see the appendix), it is concluded that the planned results of the courses included in the study program fully correspond to all the results to be achieved in the study program both in terms of knowledge and skills and competence.

Most study courses provide the ability to independently use theory, methods and problem-solving skills to carry out research activities or highly qualified professional functions; the ability to reasonably explain and discuss complex or systemic aspects of the relevant branch or professional field of law with specialists, non-specialists and clients; the ability to take responsibility for work results and their analysis, to use innovations; the ability to independently formulate and critically analyze complex scientific and professional problems, justify decisions and, if necessary, perform additional analysis; the ability to independently perform in-depth legal analysis, discuss legal issues with specialists in law and other fields.

The program several courses are focused on the current problems of research at the subject of law science, collect the necessary data for analysis with appropriate data processing programs, as well as to interpret the results and write a report on the results of the study scientific article in the form of the publication of the scientific journal, as well as present the results of your research; the ability to independently obtain, select and analyze information from both traditional and modern literature sources and use it in scientific research.

Thus, upon completion of the professional master's study program, the student will achieve all the study results provided for in the study program, a professional master's degree in law and a lawyer's qualification.

**2.3. Assessment of the study implementation methods (including the evaluation methods) by providing the analysis of how the study implementation methods (including the evaluation methods) used in the study courses/ modules are selected, what they are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The professional master's education program "Law Science" of BIA is developed in order to allow attainment of the specified goals of the study program, which is achieved by means of achieving the results of the respective area of the education program in observance of student-centred education principles. The education program is implemented in Latvian. Studies are structured in accordance with the student-centred teaching and learning principles. Descriptions of study programs are discussed at the sessions of the Council of the Law Science domain of studies and approved by order of the SBA Senate.

Considering the diversity of students' needs, each educator uses the most appropriate ways of teaching within the boundaries of a study course and practices different program implementation methods, using various pedagogical approaches on an as-necessary basis:

- *Lectures* – theoretical classes with elements of active education methods. In their lectures, educators use such active education methods as discussions, group work, case studies, thus creating a democratic and unconstrained atmosphere of the study process and conducting

the development of critical thinking skills.

- *Seminar* classes are essentially discussions of current issues in the domain of legal science (theory and research). Seminars ensure an in-depth comprehension of the content of the course through familiarisation with scientific monographs and/or research papers. These take place as discussions and students' presentations, as well as by means of group work, case studies or role-playing methods, thus improving one's problem-solving skills and conducting the development of critical thinking skills.
- *Unsupervised studies* – reference papers, essays, project development, analysis of scientific publications, presentations. Practical classes focus both at the improvement of a student's practical and analytical capabilities and the personal, social, interpersonal and intercultural skills. Knowledge obtained through lectures and seminars and the ability to use it are tested by means of review work, tests, practical tests, unsupervised studies, reports and reference papers, which allow evaluation of the knowledge learnt during the study process.

The ability of the academic personnel to form a creative atmosphere and stimulate students' interest and curiosity in the study process helps students develop the skills and abilities to find various solutions in unconventional situations.

Educators use interactive education methods to help students develop communicative skills, the ability to work in a team or individually, cooperate with other experts and provide feedback on the results of research.

Considering the multitude of students' needs, each educator uses the most appropriate ways of teaching within the boundaries of a study course and practices different program implementation methods, using various pedagogical approaches on an as-necessary basis. Moreover, in order to ensure sustainable improvement of the quality of the study process, educators participating in the implementation of the professional master's education program "Law Science" operate actively in the Moodle environment. In the Moodle environment, educators publish guidance materials, presentations and tests for master's degree students to use in the study process.

Students can also consult with educators individually through the Moodle system's BigBlueButton mode. Thus, tutorial consulting is essentially available to each student.

Educators teach students to obtain, sort, analyse and critically assess scientific information from various sources and use it; perform independent research, develop and use innovative methods in finance management and analysis, process and interpret the obtained data and assess the practical importance thereof.

In order to lay a foundation for the development of overall scientific, creative, innovative and professional competence, students are involved in the scientific projects carried out by the academic personnel of the "Law Science" education focus area in the course of the study process, which rely on teamwork and concentrate at applied research in a variety of professional domains. Scientific research lines pursued by educators are reflected in the Master's Theses developed by students. Apart from that, students cooperate with educators (supervisors) in the preparation of scientific publications, which allows students to develop the culture of scientific work. Each year, students are invited to participate in various scientific conferences.

*Grading system.* Clarity of the achieved study results grading criteria is important. Therefore, these are explained at the beginning of a study course, so that students would understand the objectives and requirements being set. In the development of criteria, educators emphasise not just the assessment of one's knowledge, but the consideration of skills and competences as well. Grading criteria are developed in consideration of a broad spectrum of objectives with regard to what exactly is to be developed in students and how able they would be in dealing with different

situations. The program description of each study course features the anticipated results of the studies.

The grading system used within the boundaries of the program meets the Study Result Assessment Charter of the Baltic International Academy (Approved by the session of the BIA Senate on February 14, 2019, minutes No. 137). A 10-point grading system is used. Tests and examinations are used at lectures and seminars as intermediate result assessment methods, which motivates students to study on their own throughout the entire semester and gives an idea of the students' skills for analysis of the material being learnt.

Each study course ends with a final written ad/or verbal examination, which may feature tests, reference papers, essays, etc. To complete practical skill development courses, students must do term papers in order to verify the actual level of their professional skill. Other forms of examination include consulting process records, development of research findings, presentations at seminars, essays, etc.

Development and assessment of the Master's Thesis is comprised of several stages – development of the research project, preliminary defence of the theoretical section and the practical session, and the final defence of the Master's Thesis. Such phased assessment system allows supervisors to keep track of the development and implementation of students' research projects, maintain student motivation and provide any required support, as well as to make sure that the work is being performed to a good quality.

The grading system in general features the following core principles: compulsoriness of grading – an integral part of education as teaching and learning, whereby students are rated for their learning of the compulsory content of the education program; transparency, clarity and availability of the content and clarity of grading in accordance with the specified goals and objectives of the education program and the specific study course; aggregation of achievements – reliable and useful provision of students and educators with information on a student's performance; objectivity of grading – in accordance with the requirements of a specific education program or study course, the content of grading, circumstances of the procedure, grading criteria are the same for all students.

A summary of information on how the study process meets the student-centred education principles can be formulated as the following inferences:

- 1) the study process considers and respects the diversity of students' needs (cares of adaptation at the initial stage of the studies, individual approach in the study process, involvement of academic and supporting personnel in solving the students' problems, opportunities to study according to an individual plan);
- 2) different program implementation modes are available to the extent practicable (studies are available in both the full-time mode and the part-time mode);
- 3) various pedagogical methods are used as the circumstances require;
- 4) surveys are carried out in order to learn the students' opinions, and regular assessment of pedagogical methods is undertaken in order to determine the optimum way of achieving the goals of study courses and the study program;
- 5) the students' drive for independence is supported, while guidance and support from the academic and supporting personnel remain fully available;
- 6) mutual respect is conducted in the relations between students and the academic personnel; problems and conflict situations are solved through the intervention of the supervisor of the education program.

*Findings regarding the grading system:*

- 1) the academic personnel is knowledgeable of the testing and examination methods and focuses not just on the abstraction of knowledge, but also uses problem situation analysis methods allowing assessment of one's capability to use the obtained knowledge in practice;
- 2) students receive feedback on the independent works, homework and tests done within the boundaries of every study course, with appropriate advice regarding the learning process, if necessary;
- 3) the academic personnel strives to maintain a consequent grading process applied to all students in a fair and just manner and implemented in accordance with the approved procedures.

**2.4. If the study programme entails a traineeship, provide the analysis and assessment of the relation between the tasks of the traineeship included in the study programme and the learning outcomes of the study programme. Specify how the higher education institution/ college supports the students within the study programme regarding the fulfilment of the tasks set for students during the traineeship.**

Students with a professional bachelor's degree in law are provided with Research internship in the amount of 6 CP (entering the professional master's study program with 60 CP), but those who have completed the academic bachelor's program are provided with internship in the amount of 26 CP consisting of:

- 1) Practice I (research) - 6 CP (according to the description of the respective study).

The aim of research practice is to promote students' understanding of the essence, theories and principles of scientific research creativity; to create and develop professional knowledge in Law Science; to provide students with scientific theoretical and practical preparation for the development of a master's thesis; to promote students' understanding of the essence and manifestations of scientific research creativity in law; to develop scientific-research skills and abilities in the choice of the topic of the master's thesis and the basic requirements for the structure of the theoretical and practical part.

- 2) Internship II (professional) - 10 CP (according to the Internship II (professional) program).

The aim of the internship is to enable students to strengthen previous knowledge in the field of administrative, criminal and civil law, to acquire practical skills for a lawyer in the field of administrative, criminal and civil law, including analyzing judgments in administrative, criminal and civil cases, and participating in court hearings. In a civil case for which a relevant practice report is prepared, in accordance with the relevant practice program regarding the preparation of the report.

The task of the internship is to ensure that the student is oriented and understands the regulatory enactments that regulate the operation of legal protections specific to the internship place, to acquire legal work skills, to acquire practical work skills in various legal issues in work with clients and court cases. According to the results of the internship, students prepare an internship report by summarizing at least three court judgments with research in the relevant fields of law: criminal, civil and administrative cases, as well as at least three court attendance and court content



summaries (one each in administrative, civil and criminal cases). ).

3) Internship III (undergraduate) - 10 CP (according to the Internship III (undergraduate) program).

Practice goal - to get the curriculum appropriate expertise and to acquire practical skills needed for the lawyer's profession, as well as to enable students to acquire the study work and development diploma Avoid - dignity - necessary information.

The tasks of the internship are to ensure that the student is oriented and understands the regulatory enactments that regulate the operation of legal protection specific to the internship, acquiring legal skills, improving practical skills in translation and application of laws and other regulatory enactments, paying attention to shortcomings and problems in interpretation and application of legal norms; to develop practical skills for the development of specific proposals to address the identified shortcomings and problems in the interpretation and application of regulatory enactments; be able to independently develop drafts of legal documents corresponding to the specifics of the place of practice and acquire practical work skills in various legal issues in work with clients and court cases, as well as to collect and analyze the necessary materials for the development of a diploma thesis. Undergraduate internship ends with the preparation and defense of an internship report.

## 2.5. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the evaluations of the final theses.

At the time, there have not yet been any Master's Theses defended within the boundaries of the professional master's education program "Law Science", as master's students still continue their studies.

Development and defence of Master's Theses are carried out in accordance with a strictly regulated procedure, which is explained in detail in the Charter of Development and Defence of Graduation Theses at the Baltic International Academy"

[https://BIA.edu.lv/wp-content/docs/2020/BIA\\_diplomdarbu\\_nolikums\\_LV.pdf](https://BIA.edu.lv/wp-content/docs/2020/BIA_diplomdarbu_nolikums_LV.pdf)

Subjects of Master's Theses are grouped into area categories in Table 2.5.1.

Table 2.5.1.

### Distribution of master's thesis topics by branches of science

No.	Law Science[5]	Research directions	Works, number	Works, %
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1.	Civil law	Children and family rights	31	34%
		Law of obligations	17	19%
		Civil proceedings	10	11%
		Work rights	4	5%
		Ownership	18	20%
		Insolvency law	7	7%
		International law	3	4%
		<b>In total:</b>	<b>90</b>	<b>100%</b>
2.	Criminal law	Criminal law	28	51%
		Criminal proceedings	27	forty nine%
		<b>In total:</b>	<b>55</b>	<b>100%</b>

The table summarises assessments of the professional master's education program, as no students have yet graduated from the academic master's education program.

Master's students mostly prefer to do their scientific papers on the legal aspects in different domains – civil law and criminal law. Most subjects from the domain of civil law address the aspects of family and children's law, law of obligation and property law, as well as the associated civil procedure issues. The subjects studied within the domain of criminal law similarly address the aspects of criminal law and criminal procedure.

One may infer that the students' thesis subjects are closely associated with their further professional and scientific activities. For instance, master's students who chose to study the issues of criminal law have developed theses on subjects like "Criminal law aspects of evasion of taxes and tantamount payments", "Qualification of insurance fraud and the problems thereof", "Current issues of murder investigation", "Criminal liability for sexual abuse of minors", "Peculiarities of fraud investigation", etc. In the domain of criminal procedure, they chose: "Peculiarities of interrogating the victim in criminal proceedings regarding violence against a minor", "Current issues of initiation of criminal proceedings", "Legal regulatory framework and agenda of electronic evidence in criminal proceedings", "Circumstance in proof and limits of proof in criminal proceedings", etc..

Master's students who chose to study civil law issues have developed theses on the following subjects: "Legal and practical issues of adoption in Latvia", "Responsibility of a board member of an enterprise", "Legal regulatory framework of cross-border divorce", "Problems of legal regulatory framework of insolvency of legal entities", "Agenda of the application of settlement in civil proceedings", "Legal aspects and issues of acquisition of real property with lapse of time", "Regulatory framework of termination of employment relations in the Baltic States", etc.

Assessment of the students' graduation thesis grade distribution shows that over a half of graduates had their theses rated as 7 ("good") and 8 ("very good"). The current trend regarding

students' grades for their graduation theses is that over the past few years, students' grades have been within a broader range; e.g., more graduates received lower grades lately than at the beginning of the reporting period, which is attributed to the development of more detailed grading criteria.

## **2.6. Analysis and assessment of the outcomes of the surveys conducted among the students, graduates, and employers, and the use of these outcomes for the improvement of the content and quality of studies by providing the respective examples.**

At the end of each semester, the Baltic International Academy organises surveys in order to conduce the improvement of the study process. A questionnaire has been developed for student surveys, which is available at the BIA website.

In order to learn the students' opinion of the quality of implementation of the education program or a separate study course, considering the specified goal of the survey, a survey can be initiated by students, the management of the Academy, educators of a specific study course or the supervisor of a program. Survey results are summarised by the BIA Computer Centre and the BIA Analytic Centre. Depending on the goal of the survey, the summary is submitted to the office of the respective program or the Rector's office, or, for the purpose of appointing educators – to the secretary of the Senate.

Substantiated opinions expressed through student surveys are taken into account when appointing educators or selecting guest lecturers for a specific study course. Survey results are recorded and taken into consideration when organising the next academic year. This mostly applies to educators' personalities and the course of implementation of the study process. Many suggestions have actually been implemented, for instance, timely provision of information to students, suggestions regarding reasonable organisation of premise usage, etc.

*See the Annex for results of student and graduate surveys*

## **2.7. Provide the assessment of the options of the incoming and outgoing mobility of the students, the dynamics of the number of the used opportunities, and the recognition of the study courses acquired during the mobility.**

Within the framework of the professional master's study programs “Private Law” and “Criminal Law” in the period from 2013/2014. academic year until 2018/2019. In the spring of the academic year, outgoing internship mobility opportunities were organized, in 2015 1 student practiced in Great Britain (24 ECTS), in 2017 one student practiced in Germany (6 ECTS), and one - in 2018 in Malta (3 CP).

The low mobility can be explained by the fact that people who are mostly busy in paid work and full-time basic studies in master's studies study mainly in master's studies.

# **III - DESCRIPTION OF THE STUDY PROGRAMME (3. Resources and**

## Provision of the Study Programme)

**3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples. Whilst carrying out the assessment, it is possible to refer to the information provided for in the criteria set forth in Part II, Chapter 3, sub-paragraphs 3.1 to 3.3.**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Every year the number of budget places financed by the BIA is set upon the BIA rector's order in the basic studies. Competition for the budget places is regulated by the Regulations on the competition for the budget places of the

BIA [https://bsa.edu.lv/wp-content/docs/admission/nolikums\\_konkurss\\_2020\\_lv.pdf](https://bsa.edu.lv/wp-content/docs/admission/nolikums_konkurss_2020_lv.pdf)

Methodological and informative resources provided by the BIA are sufficient to ensure the qualitative study process in the study programme. Since 2015 the Moodle study e-environment has been used. All study programme lecturers have created the Moodle study courses in which the students can access the study materials, study course description and study course requirements. In several study courses the students take exams, submit homework and communicate with the lecturer in the Moodle environment. The lecturers provide feedback on the students' work.

Information system NEXUS of the BIA plays an important role in informing students and teachers who can receive information about the planned lectures and intended audiences as well as the job and practice opportunities.

NEXUS has a section in which the BIA students can get acquainted with the internal regulations, study programmes, practice programmes, news of the BIA. Complete information on the study

programmes, study courses, their volume and content is available on the BIA websites as an important source of information for the students and potential students.

### ***Library***

The BIA library is aimed to provide the students of the study programme with the qualitative study process and scientific work and to render the bibliographic and information services to the students, lecturers and other visitors. Students of the BIA and other interested parties have the opportunity to use the resources of the BIA library. Library consists of the subscription section and the reading room. Reading room is equipped with 11 computers with the Internet access, printing and copying facilities for students' convenience. It is also possible to work with laptops there. Literature for use is available in almost all study courses with an increasing proportion of the English literature. The library regularly receives periodicals published in Latvia and abroad. Library provides the access to the electronic databases is provided to the students and academic staff. It is also rendering the copying, printing and scanning services.

### ***Infrastructure***

Study process in the study programme takes place in the premises of the BIA buildings in Riga at Lomonosova Street 4 and Lomonosova Street ¼. These buildings have classrooms equipped with modern technical aids - whiteboards, TV sets, VCRs, camcorders, multimedia projectors. Many classrooms are equipped with a stationary multimedia projector, screen, computer with internet connection and other technical means. Free Wi-Fi is available in all buildings. Cafes are located on the ground floors of the buildings for the needs of the students and staff of the BIA, there are also vending machines with various drinks.

### ***Information technologies***

The BIA uses modern IT technologies for the provision of the study process: computers for study and professional development, NEXUS internal information system, Internet, standard and special software, audio / video and office equipment, equipment for audiences (stationary and portable multimedia projectors). Functionality of the internal information system is being continuously improved.

Modernization of computers is carried out, thus providing a faster, more efficient and effective study process. Teachers and students are using the email system offered by the BIA to provide the better electronic communication.

In order to ensure the academic honesty and prevent plagiarism it is planned to start examining students' final theses with the unified computerized inter-university plagiarism control system. Further information on the compliance of the information base (including libraries), material-technical base and financial base with the implementation and achievement of study results in the study programme is provided in the Clauses 3.1- 3.3 of the Section 3, Part II.

## **3.2. Assessment of the study provision and scientific support, including the resources provided within the cooperation with other science institutes and institutions of higher education (applicable to the doctoral study programmes).**

### III - DESCRIPTION OF THE STUDY PROGRAMME (4. Teaching Staff)

#### 4.1. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.

The qualification and quantity of the academic staff employed in the professional Master's program „Law Science” corresponds to the requirements of the Law on Higher Education Institutions and the Long-term operating and development strategy of BIA and its Personnel policy. The academic staff involved in the implementation of the study program: has PhD or Master's degree required for teaching a corresponding study course. The academic staff consists of specialists practising in the field of Law Science. The academic staff employed in the study program has experience in pedagogical work, as well as in the field of scientific research, which ensures synergy of studies and research work.

During the period from the academic year of 2013/2014 to the spring of academic year of 2020/2021 the academic staff has changed not only in terms of quantitative content, but it has also undergone improvement and qualitative changes.

Table 4.1.1.

Scientific degree of the academic staff involved in the professional Master's study program „ Law Science”

	PhD Number	PhD Quant. %	Master Number	Master Quant. %	TOTAL%
BIA in principal work	16	64%	2	8%	71%
BIA in ancillary work	1	4%	6	24%	29%
<b>TOTAL:</b>	<b>17</b>	<b>68%</b>	<b>8</b>	<b>32%</b>	<b>100%</b>

As it follows from the table, at the moment 25 lecturers have been engaged for the implementation of the study program “Law Science”. For 71 % of the lecturers BIA is the principal work place. From the total number of the lecturers 68 % of the academic staff consists of 17 lecturers with PhD degree. 8 have Master's degree (2 are elected in BIA, 6 are not elected), lecturers have Master's degree (32 %), one of them has graduated from doctoral studies, and is a candidate of PhD in Law.

Based on academic positions (see Table 4.1.2) the study program is implemented by 25 lecturers, from which: 4 professors (16%), 3 associated professors (12%), 46 docents (24 %); 7 lecturers (28 %); 5 leading researchers (20%).

Table 4.1.2.

Academic position of the academic staff involved in the professional Master's study program „ Law Science”

	<b>Associated professor</b>		<b>Professors</b>		<b>Docents</b>		<b>Lecturers</b>		<b>Leading researcher</b>	<b>Total:</b>
	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>
BIA in principal work	3	12	3	12	5	20	1	4	5	20
BIA in ancillary work	0		1	4	1	4	6	24		
<b>Total</b>	<b>3</b>		<b>4</b>		<b>6</b>		<b>7</b>		<b>5</b>	<b>25</b>
<b>Total %</b>		<b>12</b>		<b>16</b>		<b>24</b>		<b>28</b>		<b>20 100</b>

During the period from September 2013 to May 2021 I. Plotka (professor), T. Jurkeviča (assoc. professor), M. Sumbarova (assoc. professor) have become associated professors and professors).

In general, the qualification of docents is considered as corresponding. In the implementation of the professional Master's study program "Law Science" the scientific and pedagogical experience of the lecturers ensures achievement of the goals of the education programs, as well as allows providing compliant knowledge, skills and competences for the students, by achieving the planned study results.

#### **4.2. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

The Baltic International Academy provides opportunities for the docents to improve their professionalism, supporting them in performance of their scientific research activity, mastering innovative methods and new learning technologies, which can be used in study process.

The systemic way of thinking of the academic staff affects the development of the way of thinking of the students, encourages mastering main concepts of the Law Science and also develops analytical and critical thinking in relation to various scientific approaches and problems. The ability of the academic personnel to ensure a creative atmosphere, encourage students' interest and curiosity in the study process, develops the skills and abilities of the students to find various solutions in non-standard situations. By using interactive study methods, the academic staff develops communication skills of the students and their team-work skills, which is one of the most important professional traits of the future law specialist.

Any representative of the academic staff, reading lectures in the framework of the professional Master's study program „Law Science“, has the following responsibilities:

##### **Included the qualification competence of the academic staff:**

- to develop and publish methodological materials for study courses, which he/she is supervising, to supplement and update MOODLE platform,
- to prepare PowerPoint presentations, distribution materials (summaries, assignments),

authentic illustrative material (video and audio), and other materials that optimize the educational process,

- to manage consulting for students - 4 hours per semester and pre-examination consulting, to lead open classes once a year within the framework of hospitalization and to attend at least 2 classes of their colleagues and participate in their discussions,
- to improve one's professional qualification, submitting relevant certificate,
- within the framework of program implementation to organize one event per year or actively participate in it: seminar, conference, round table, discussions, etc.,
- to participate in the events organized within the framework of implementation of the study program or BIA educational activities.

#### In international activity:

- to actively participate in international conferences, seminars, discussions and projects;
- to read lectures in the collaborating higher education institutions, including within the framework of the international mobility program

#### In the scientific research activity:

- to speak at scientific conferences and seminars, to publish scientific articles (at least 1 publication per year),
- to follow the latest publications of scientific literature, to adjust the lists of literature offered to students, to inform the library director about the need to supplement the library funds.

The qualification of academic personnel is considered as corresponding; in general, the implementation of the program involved faculty, which performs active research work, therefore, is able to ensure high quality in mastering of knowledge, related to latest scientific findings in the relevant field, as well as recognized professionals in the legal profession, who both directly and indirectly share their practical work experience, improving the skills and competences of their students. Therefore, the academic staff involved in the study program is able to form corresponding competences in students, by achieving the planned study results.

Table 4.2.1.

#### *Linking of the scientific research of the academic staff of the professional Master's study program „Law Science” with the study courses to be presented and subjects of Master's thesis*

No	Name, surname	Scientific degree	Elected position	Study courses	Subjects of the supervised diploma thesis/Master's thesis
1.	Cvetkova Irina	Mg.iur.	Acting docent	Current issues of Law theory and Philosophy of Law; Mediation in civil disputes	Insolvency law and process, property law, property rights; obligations law.



2.	Gabrielyan Armen	Dr.iur.	Docent	International (European) labour law; International trade law; Legal problems of international transportation	Labour law, European Union law; public international law
3.	Jurkeviča Tatjana	Dr.iur.	Assoc. professor	Civil law protection mechanism in Europe; Current problems of civil procedure in Latvia and international civil procedure; Cross-border disputes and their resolution mechanism; Problems of obligations law and commercial transactions; International legal cooperation and dispute settlement	Civil procedure, obligations law
4.	Mežulis Dainis	Dr.iur.	Assoc. professor	Current problems of criminal law; International criminal law; Interaction between private international law and public law	Criminal law
5.	Ņikuļceva Inese	Dr.iur.	Leading researcher	Comparative constitutional law	Constitutional rights, human rights
6.	Ozerskis Arvīds	Dr.iur.	Leading researcher	Current problems of criminal law; Current problems of administrative law	Criminal law, administrative law
7.	Radionovs Jānis	Dr.iur.	Acting leading researcher	Problems of obligations law and commercial transactions	Property rights, obligations law, civil law
8.	Sumbarova Marina	Dr.iur.	Assoc. professor	Current problems of criminal law Current problems of criminal procedure law; International criminal law	Criminal law, criminal procedure
9.	Zahars Vitolds	Dr.iur.	Leading researcher	Criminal punishment policy	Right to enforce criminal penalties

The academic staff has knowledge and professional experience on the subject, which is taught in the relevant field of Law Science. The study program ensures proportionality of the academic staff of the professional and academic environment, therefore, creating a balanced team, which is represented both by practitioners in the field of law and academic staff, which helps in achieving the planned goals of the study program and ensure both academic and practical knowledge. Practising lawyers are being involved in supervision of internships.

Within the framework of the program, changes in the structure of positions are controlled and systematic improvement of the academic staff takes place. In general, the involvement of the academic staff is rated as positive.

**4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of the doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals may be additionally specified (if applicable).**

**4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

**4.5. Provide examples of the involvement of the academic staff in the scientific research and/or artistic creation activities both at national and at international level (in the fields related to the content of the study programme), as well as the use of the obtained information in the study process.**

The research activity of the academic staff takes place in accordance with the directions of scientific research of the faculty and is one of the main directions of BIA activity. To ensure a successful research process, BIA has a Scientific Methodological Council, a Research Institute for Social and Humanitarian Problems, a Scientific Council of the Academy, and a Doctoral Council.

The research topics of the academic staff of the study program are closely related to the content of the study program and the academic courses of each lecturer. The teaching staff of the study program develops the directions of their scientific activity. As part of these directions, they conduct research, write scientific articles, participate in conferences, and supervise the scientific work of students and master students. The research work performed by the lecturers of the study program is used in the preparation of study course programs and in the training of students, and it has a direct impact on the study work.

The teaching staff of the study program regularly presents the results of their research to the scientific community by participating in conferences and scientific seminars organized by BIA, as well as conferences, symposia and congresses organized by other Latvian and foreign universities. The participation of the academic staff of the study program in international scientific conferences is reflected in the **Appendix**.

The list of the main scientific publications and prepared study literature of the academic staff involved in the implementation of the study program during the reporting period is reflected in the **Appendix**. The results of the research are reflected in published monographs, scientific articles and published conference materials, projects and other scientific activities.

The qualification of the teaching staff can be assessed as appropriate, because in general the implementation of the program involves both teaching staff who are actively engaged in research, thus able to provide high quality knowledge related to the latest scientific knowledge in the field and economically recognized professionals who are both directly and indirectly shares their practical work experience, improving students' skills. In general, the teaching staff involved in the program is able to develop appropriate competencies for students, achieving the set study results.

#### **4.6. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;
- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of the Council and the Senate of the Study Programme "Law Science";
- Control and analysis of the quality of the study process and teaching regularly carried out by the Council of the Study Direction "Law Science";
- Surveys and analysis of the graduates' job skills and employability;
- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme,

their elimination and opportunities for the development of the programme;

- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Law Science" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

To ensure the interconnection of the study courses and the study programmes for the acquisition of relevant professional qualifications, BSA also actively cooperates with a number of employers and institutions. The main areas of cooperation include the following:

- participation in the development of study directions and study programmes;
- provision of internships;
- participation in research activities and other events;
- organising guest lectures and workshops;
- participation in national final examinations.

In accordance with the Regulations on Quality Assurance in Higher Education, BSA operates an internal quality assurance system. In its activities, BSA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BSA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the European higher education area.

# Annexes

III. Description of the Study Programme - 1. Indicators Describing the Study Programme		
Compliance of the joint study programme with the provisions of the Law on Institutions of Higher Education (table)		
Statistics on the students over the reporting period	BSA_STATISTIKA_TZ_EN_2021.7z	BSA_STATISTIKA_TZ_LV_2021.7z
III. Description of the Study Programme - 2. The Content of Studies and Implementation Thereof		
Compliance of the study programme with the State Education Standard	6_Atbilstiba_valsts_Standartam_Prof.Mg.2021 EN.docx	6_Pielikums_Prof.mag stud_progr Ties.zin_atbilstiba_valsts_izgl_standart_LV.doc
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard (if applicable)	7_Pielikums_JURISTS_atbilstiba_profesijas_standartam_ENG 16.08.2021..docx	7_Pielikums_JURISTS_atbilstiba_profesijas_standartam 16.08.2021..docx
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	MAPPING_prof.Mg._2021.docx	KARTEJUMS_prof.mag._2021.docx
Curriculum of the study programme (for each type and form of the implementation of the study programme)	BIA_LAW Science_Prof.mag.PROGRAMME_Study PLAN.doc	TZ_Prof.mag.PROGRAMMA_Studiju plani.doc
Descriptions of the study courses/ modules	TZ.PROF.MG_KURSA+APRAKSTI_ENG.10.05.doc	PROF.MAG.KURSA APRAKSTI ar saturu 2 gadi-10.05 (1).doc
Description of the Study Direction - Other mandatory attachments		
Sample of the diploma to be issued for the acquisition of the study programme.	Diploms Mg.prof.TZ_2021_EN_14.08.2021..pdf	Diploma pielikums Prof.mag. 80 LV.pdf
Description of the Study Programme - Other mandatory attachments		
Document confirming that the higher education institution/ college will provide the students with the options to continue the acquisition of education in another study programme or at another higher education institution/ college (a contract with another accredited higher education institution/ college), in case the implementation of the study programme is discontinued	ligums-ar-RSU-EN.pdf	ligums_ar_RSU.pdf
Document confirming that the higher education institution/ college guarantees to the students a compensation for losses if the study programme is not accredited or the licence of the study programme is revoked due to the actions of the higher education institution/ college (actions or failure to act) and the student does not wish to continue the studies in another study programme	prof_Ma_LS_performance_Oblig_EN.pdf	Prof_mag_TZ_saistibu_izpilde_LV.pdf
Confirmation of the higher education institution/ college that the teaching staff members to be involved in the implementation of the study programme have at least B2-level knowledge of a related foreign language according to European language levels (see the levels under www.europass.lv), if the study programme or any part thereof is to be implemented in a foreign language.		
If the study programmes in the study direction subject to the assessment are doctoral study programmes, a confirmation that at least five teaching staff members with doctoral degree are among the academic staff of a doctoral study programme, at least three of which are experts approved by the Latvian Science Council in the respective field or sub-field of science, in which the study programme has intended to award a scientific degree.		
If academic study programmes are implemented within the study direction, a document confirming that the academic staff of the academic study programme complies with the provisions set out in Section 55, Paragraph one, Clause three of the Law on Institutions of Higher Education		
Sample (or samples) of the study agreement	TZ_ProfMag_ligums_pl 1.5. un 2 gadi EN.docx	TZ_ProfMag_ligums_pl 1.5. un 2 gadi LV.docx
If academic study programmes for less than 250 full-time students are implemented within the study direction, the opinion of the Council for Higher Education shall be attached in compliance with Section 55, Paragraph two of the Law on Institutions of Higher Education.		

# Law Science (41380)

Study field	Law
ProcedureStudyProgram.Name	Law Science
Education classification code	41380
Type of the study programme	First level professional higher education study programme
Name of the study programme director	Irina
Surname of the study programme director	Cvetkova
E-mail of the study programme director	irina.cvetkova@bsa.edu.lv
Title of the study programme director	Mg.iur.
Phone of the study programme director	29186779
Goal of the study programme	<i>to prepare qualified specialists for professional activity in the perspective profession of the legal assistant, able to orient in the law of Latvia, its regulatory enactments, and able to apply them in their work, using the acquired knowledge, skills and competences in their professional work and creating motivation for professional development and continued education in the field of Law Science, as well as continued studies in the academic or professional higher education programs to acquire the qualification of a lawyer.</i>
Tasks of the study programme	<ul style="list-style-type: none"> <li><i>-to provide the students with the necessary knowledge, to develop skills and improve competences in the field of Law Science by implementing the study courses planned in the study program;</i></li> <li><i>-to encourage the understanding of the students of the Law Science as discipline, and to promote skills, which help to understand, compare and evaluate different Law theories and their various interdisciplinary aspects;</i></li> <li><i>-to provide students with base education for professional activity, by developing critical thinking, analysis skills and the ability to solve problems and make decisions independently;</i></li> <li><i>-to prepare the students for the following research work in the study process;</i></li> <li><i>-to encourage the competitiveness of the students under the changing social and economical conditions in the domestic and international labour market;</i></li> <li><i>-to cooperate with employers, other higher education institutions in Latvia and abroad;</i></li> <li><i>-to encourage personal and professional growth of the students, to motivate them for continued education.</i></li> </ul>

Results of the study programme	<p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>-Demonstrate appropriate legal science industry specific basic and specialized knowledge and this knowledge critical understanding;</li> <li>-Demonstrate knowledge of the legal structure , legal principles and understanding of the relevant legal science sectors , using them in their professional work;</li> <li>-Understand and use the acquired rights of scientific theoretical foundations and skills;</li> <li>-Independently obtain, select and analyze information and use it in their professional work;</li> <li>-Independently structure their own learning , to guide its further teach the name and professional development;</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>-Under the guidance of a lawyer, to perform the analysis of the conformity of the factual circumstances to the composition of the legal norm and to draw legal conclusions;</li> <li>-Find Latvian and international legal instruments and standards in their professional work or legal problems to solve;</li> <li>-Provide and argue the legal conclusions of the relevant legal science industry;</li> <li>-Use computer programs, databases of legal materials and information resources necessary for the performance of legal work;</li> <li>-Organize and implement document record keeping , draw up documents and check their compliance with regulatory enactments on record keeping;</li> <li>-To use the acquired theoretical basics and skills in the Law Science, to explain and discuss legal issues and solutions in the fields of Law Science both with specialists and non-specialists;</li> <li>-Able to draw up documents and check the compliance of documents with the regulatory enactments on record keeping, organize and implement document management;</li> <li>-Able to use computer programs necessary for the performance of legal work, in particular databases of legal materials and resources of legal information;</li> <li>-Able to use analytical and critical thinking, as well as scientific approaches and effective strategies for problem solving;</li> <li>-Able to make decisions and find creative solutions under changing or uncertain situations;</li> <li>-Able to take responsibility and show initiative by working individually, in a team or supervising other people;</li> <li>-Able to use professional terminology in the official language and two foreign languages.</li> </ul> <p><b>Competences:</b></p> <ul style="list-style-type: none"> <li>-Ability to orientate in Latvian and international legal acts and norms, resolving legal issues;</li> <li>-Ability to check the compliance of legal documents acceptance procedures and design with the requirements of legal norms;</li> <li>-Ability to keep records and draw up documents in accordance with regulatory enactments on record keeping and development of documents;</li> <li>-Ability to find, compile and classify legal information;</li> <li>-Ability to communicate in the state language and two foreign languages.</li> </ul>
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Final examination upon the completion of the study programme	<i>Qualification thesis</i>
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## Study programme forms

### Full time studies - 2 years, 3 months - latvian

Study type and form	<i>Full time studies</i>
Duration in full years	2
Duration in month	3
Language	<i>latvian</i>
Amount (CP)	92
Admission requirements (in English)	<i>Admission of applicants with secondary education to the Baltic International Academy in the full-time and part-time first level higher education professional study program "Law Science" is carried out in accordance with the Admission Regulations and matriculation procedures (hereinafter – the Regulations) (Approved on October 23, 2019, at the Senate meeting of BIA, protocol No 140)</i> <a href="https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf">https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf</a>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	-
Qualification to be obtained (in english)	<i>Legal assistant</i>

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401

### Part time studies - 2 years, 5 months - latvian

Study type and form	<i>Part time studies</i>
Duration in full years	2
Duration in month	5
Language	<i>latvian</i>
Amount (CP)	92



Admission requirements (in English)	<i>Admission of applicants with secondary education to the Baltic International Academy in the full-time and part-time first level higher education professional study program "Law Science" is carried out in accordance with the Admission Regulations and matriculation procedures (hereinafter - the Regulations) (Approved on October 23, 2019, at the Senate meeting of BIA, protocol No 140)</i> <a href="https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf">https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf</a>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	-
Qualification to be obtained (in english)	<i>Legal assistant</i>

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401

### III - DESCRIPTION OF THE STUDY PROGRAMME (1. Indicators Describing the Study Programme)

**1.1. Description and analysis of changes in study programme parameters that have taken place since the issue of the previous accreditation certificate of study direction or the license of study programme if study programme is not included in the accreditation page of the study direction**

#### Characterizing parameters of the 1<sup>st</sup> level study program „Law Science”

Title of the study program	<b>1<sup>st</sup> level study program „Law Science”</b>	
Study program code in accordance with the Latvian education classification	<b>41380</b>	
Type and level of the study program	<i>First level professional higher education study program</i>	
Qualification level to be acquired (NQF/EQF)	NQF/EQF - <b>5<sup>th</sup> level</b> Professional qualification level - <b>4<sup>th</sup> level</b>	
Profession code in the profession classification	3411 02	
Scope of the study program (CP, recommended also ECTS)	92 CP (138 ECTS)	
Form of implementation, type, duration (if incomplete years, specify in months) and language of implementation		
full time studies	<i>2 years and 3 months</i>	<i>Latvian</i>
part time studies	<i>2 years and 5 months</i>	<i>Latvian</i>
Place of implementation	<i>Riga</i>	
Director of the study program	<i>Irina Cvetkova, Mg.iur.</i>	
Requirements for admission	<i>general secondary, professional secondary or higher education</i>	
Degree and professional qualification to be granted	<i>Qualification of a legal assistant</i> <i>4<sup>th</sup> level professional qualification, legal assistant</i>	

Possibilities for continued studies	<i>rights to continue education in the academic Bachelor study program, if the requirements for admission of the relevant Bachelor study program have been met, which include corresponding preliminary knowledge for successful mastering of this study program (Regulations on the Second Level Professional Higher Education National Standard No 512).</i>
Other study programs of the higher education institution, in which students can continue education in the event of closing of the study program	<i>Alberta College The College of Law Rezekne Academy of Technologies</i>

The content image of the program has been designed so as to achieve the goal set for the study program and to fulfil the program tasks defined for the purpose of achieving the goal, in accordance with the Profession standard of the Legal assistant,<sup>[1]</sup> requirements of “The National Concept for the Development of Higher Education and Institutions of Higher Education of Latvia for 2013-2020”, „National Development Plan of Latvia for 2021-2027 (NAP2027)”, „Sustainable Development Strategy of Latvia until 2030”, including to put emphasis on consolidation of knowledge, innovations, making full use of the information and communication technologies,<sup>[2]</sup> to ensure attachment of the study program with the requirements of the individual, labour market and future labour market, improvement of quality through the use of mobility and cross-border cooperation, to develop lifelong learning opportunities.<sup>[3]</sup>

The study process has been organized, based on several principles – quality, sustainability, succession and cooperation. Besides the methodological and profiling study courses and the foreign language, in accordance with the specific goals and tasks of the study program the program plan includes professional traineeship, development of the qualification thesis and state examination.

The study program complies with the perspective structure of the field of study “Law Science”, ensuring succession of the study programs and possibilities for growth. The students who choose this study program are motivated and oriented towards academic and professional growth, continuing studies in the academic Bachelor study program, equalizing the acquired knowledge, skills and competences while continuing studies in later study courses.

In consideration of the increased interest of the potential students, the content of the study program has been supplemented with current and significant professional activity needs and development trends of the Law sector, providing core knowledge and competences in all disciplines of Law as mandatory courses, as well as offering interesting optional study courses (see Table 1.2.1).

In general, the above determined the necessity to make changes and improvements to the first level professional study program “Law Science” (see Table 1.1.1).

Table 1.1.1

**Changes, specification and updating of parameters of the first level professional higher education study program „Law Science”**

Changes, specification and updating of parameters of the study program		Parameters of the study program of previous accreditation period
<b>Program goal (PG)</b>	to prepare qualified specialists for professional activity in the perspective profession of the legal assistant, able to orient in the law of Latvia, its regulatory enactments, and able to apply them in their work, using the acquired knowledge, skills and competences in their professional work and creating motivation for professional development and continued education in the field of Law Science, as well as continued studies in the academic or professional higher education programs to acquire the qualification of a lawyer.	<ul style="list-style-type: none"> <li>- to prepare students for the work in the profession of the legal assistant;</li> <li>- to prepare students for the work in the profession of the legal assistant, by encouraging their growth into a mentally and physically developed, free and creative personality;</li> <li>- to encourage mastering of knowledge and skills (also independent learning skills), which ensure acquisition of fourth level professional qualification and promotes competitiveness under the changing social and economical conditions;</li> <li>- to master the skills of orientation in the basics of law and to apply the legal norms;</li> <li>- to ensure students the possibility to acquire technical knowledge and practical skills in Law Science, thus, ensuring possibilities of acquiring qualitative and competitive professional education;</li> <li>- to guide the motivation of the students for continued education;</li> <li>- to ensure preparing of specialists required in the labour market.</li> </ul>
<b>Program tasks (PT)</b>	To provide the students with the necessary knowledge, to develop skills and improve competences in the field of Law Science by implementing the study courses planned in the study program (PT1)	To provide students with the necessary knowledge and skills in the Law Science by implementing the study courses planned in the study program;

	To encourage the understanding of the students of the Law Science as discipline, and to promote skills, which help to understand, compare and evaluate different Law theories and their various interdisciplinary aspects (PT2)	To ensure consecutive mastering of study courses in high quality;
	To provide students with base education for professional activity, by developing critical thinking, analysis skills and the ability to solve problems and make decisions independently (PT3)	To attract most qualified lecturers to present the study courses, in order foreign lecturers;
	To prepare the students for the following research work in the study process (PT4)	To encourage the competitiveness of the students under the changing social and economical conditions in the domestic and international labour market;
	To encourage the competitiveness of the students under the changing social and economical conditions in the domestic and international labour market (PT5)	To implement the internal control for the purpose of ensuring quality of the study program;
	to cooperate with employers, other higher education institutions in Latvia and abroad(PT6)	To cooperate with employers, other higher education institutions in Latvia and abroad; To help students to acquire practical skills for work.
	To encourage personal and professional growth of the students, to motivate them for continued education (PT7)	
<b>Knowledge</b>	Demonstrate appropriate legal science industry specific basic and specialized knowledge and this knowledge critical understanding (ZR1)	
	Demonstrate knowledge of the legal structure , legal principles and understanding of the relevant legal science sectors , using them in their professional work (ZR2)	
	Understand and use the acquired rights of scientific theoretical foundations and skills (ZR3)	
	Independently obtain, select and analyze information and use it in their professional work (ZR4)	
	Independently structure their own learning , to guide its further teach the name and professional development (ZR5)	
<b>Skills</b>	Under the guidance of a lawyer, to perform the analysis of the conformity of the factual circumstances to the composition of the legal norm and to draw legal conclusions (PR1)	
	Find piemērojamous Latvian and international legal instruments and standards in their professional work or legal problems to solve (PR2)	
	Provide and argue the legal conclusions of the relevant legal science industry (PR3)	
	Use computer programs, databases of legal materials and information resources necessary for the performance of legal work (PR4)	
	Organize and implement document record keeping , draw up documents and check their compliance with regulatory enactments on record keeping (PR5)	

	To use the acquired theoretical basics and skills in the Law Science, to explain and discuss legal issues and solutions in the fields of Law Science both with specialists and non-specialists (PR6)	
	Able to draw up documents and check the compliance of documents with the regulatory enactments on record keeping, organize and implement document management (PR7)	
	Able to use computer programs necessary for the performance of legal work, in particular databases of legal materials and resources of legal information (PR8)	
	Able to use analytical and critical thinking, as well as scientific approaches and effective strategies for problem solving (PR9)	
	Able to make decisions and find creative solutions under changing or uncertain situations (PR10)	
	Able to take responsibility and show initiative by working individually, in a team or supervising other people (PR11)	
	Able to use professional terminology in the official language and two foreign languages (PR12)	
<b>Competences</b>	Ability to orientate in Latvian and international legal acts and norms , resolving legal issues (KP1)	
	Ability to check the compliance of legal documents acceptance procedures and design with the requirements of legal norms (KP2)	
	Ability to keep records and draw up documents in accordance with regulatory enactments on record keeping and development of documents (KP3)	
	Ability to find, compile and classify legal information (KP4)	
	Ability to communicate in the state language and two foreign languages (KP5)	
<b>Implementation language</b>	Latvian	Latvian, Russian

Table 1.2.1

### Expected changes in the first level higher education program “Legal assistant”

<b>Title of the study program</b>	<b>First level higher education program “Legal assistant” New version of the study program</b>	<b>First level higher education program “Legal assistant” Previous version of the study program</b>
<b>Code of the study program in accordance with the Latvian education classification</b>	41380	41380
<b>Duration and scope of implementation of the study program</b>	2 years and 3 months, 92 CP 2 years and 5 months, 92 CP	2 years, 80 CP 2,5 years, 80 CP

<b>Type and form of the study program</b>	Full time studies – 2 years and 3 months, part time studies – 2 years and 5 months	Full time studies – 2 years, part time studies – 2,5 years
<b>Implementation language of the study program</b>	Latvian	Latvian, Russian
<b>Degree to be acquired or degree and qualification to be acquired</b>	Qualification of the Legal assistant	Qualification of the Legal assistant
<b>Title of the study course and scope for the next accreditation period</b>		<b>Title of the study course and scope of the previous accreditation period</b>
<b>Legal assistant</b>		<b>Legal assistant</b>
<b>Part A (mandatory courses)</b>		<b>Part A (mandatory courses)</b>
Basics of economics and project management (1CP)		Basics of economics and commerce (1CP)
Legal informatics (2 CP)		Informatics (2 CP)
Legal ethics and communication culture (1 CP)		-
Legal logic and rhetoric (2 CP)		Logic and rhetoric (2 CP)
Professional terminology (English) (2 CP)		Professional English language (2 CP)
Civil defense and environmental protection (1 CP)		Civil defense and environmental protection (1 CP)
Labour protection rights (1 CP)		-
Theory and methodology of scientific and teaching work (1 CP)		-
-		Political science (2CP)
-		Psychology (2CP)
-		Roman law (2CP)
-		History of foreign law (3CP)

In Part B	Constitutional law (3CP)
<b>Part A1. Study courses that ensure the acquisition of the latest achievements in the theory and practice of the field (in the field of work and organization)</b>	<b>Study courses that ensure the acquisition of the latest achievements in the theory and practice of the field</b>
State and legal theory (4 CP)	In Part B
Law enforcement agencies (2 CP)	In Part B
Study work (2 CP)	
Legal record keeping (2 CP)	In Part B
<b>Part A3 Practice</b>	<b>Part P Practice</b>
Practice I (introduction) (2CP)	Practice (introduction) (2CP)
Practice II (professional) (4 CP)	Professional practice (4 CP)
Practice III (undergraduate) (10 CP)	Undergraduate practice (10 CP)
<b>Part A4 State examination</b>	<b>Part G State examination</b>
Qualification thesis (8 CP)	State examination: development and defending of the qualification thesis (8 CP)
<b>Part B Limited mandatory elective courses</b>	<b>Part B Limited mandatory elective courses</b>
Administrative law (3 CP)	Administrative law (3 CP)
Administrative procedure (3 CP)	Administrative procedure (3 CP)
Insurance law (1 CP)	-
Protection of children's rights (1 CP)	-
Civil Law. General part (2 CP)	Civil Law. General part (2 CP)
Civil procedure (2 CP)	Civil procedure law (2 CP)
Labour law (3 CP)	Labour law (3 CP)
European Union law (3 CP)	European Union law (3 CP)
Financial law (2 CP)	-



Family and inheritance law (3 CP)	Civil law: Family and inheritance law (4 CP)
Property rights (3 CP)	Civil law: Property rights (3 CP)
Commercial Law (3 CP)	-
Criminal law (2 CP)	Criminal law (2 CP)
Criminal procedure (2 CP)	-
Municipal law (1 CP)	-
Constitutional law (4 CP)	In Part A
Obligations law (3 CP)	Civil law: Obligations law (3 CP)
-	History of Latvian law (3 CP)
In Part A1	State and legal theory (3 CP)
In Part A1	Law enforcement agencies (2 CP)
<b>Part C Elective courses</b>	<b>Part C Elective courses</b>
In Part A1	Professional ethics (1 CP)
Intellectual property law (1 CP)	-
Legal conflictology (1 CP)	-
Criminology (1 CP)	-
Combating corruption and preventing conflicts of interest (1 CP)	-
Insolvency law (2 CP)	-
Consumer protection rights (2 CP)	
Environmental law (2 CP)	

It follows from Table 1.2.1 that the general educational and specific study courses of the Law Science have been supplemented. Unlike the existing program, new and current elective courses are distinguished: *Combating Corruption and Preventing Conflicts of Interests*, *Insolvency Law*, *Criminology*, *Consumer Protection Rights* and *Environmental Law*. Thus, the compliance of the study program not only with the requirements of regulatory enactments, but also with the current tendencies in the field of law and the demand in the labour market is ensured.

Development of business professional competencies after 20.03.2001. Cabinet Regulation No. 141 p.5.1. is fully provided in the following study courses: *Labor Law*, *Fundamentals of Economics and Project Management*, *Legal Ethics and Communication Culture*, *Legal Record Keeping*, *Legal*

It follows from Table 1.2.1 that the study courses of the study program have been designed and oriented in terms of content towards student-centred professional education, actively involving students in the lecture process, using various teaching methods (seminars, discussions, case analysis, group work, practical work), and also supplementing the study program with new and current fields of Law Science. The study program “Legal assistant” will be implemented in Latvian language and provided in Riga and Daugavpils.

The BIA first level professional study program „Law Science” is implemented to ensure that in the study process the students would acquire basic knowledge and competence in the field of law and substantive and procedural law.

Each study course has a detailed description of the study course developed, which was approved at the Council meeting of the study course “Law Science”. Descriptions of the study courses provided description of the content of the course, specified particular course plan, requirements for mastering of the course, results and also mandatory and additional literature to be used.

[1] Jurista palīga profesijas standarts, sk.:

<https://registri.visc.gov.lv/profizglitiba/dokumenti/standarti/ps0215.pdf>

[2] Eiropa 2020 Stratēģija gudrai, ilgtspējīgai un integrējošai izaugsmei, sk.:

[https://ec.europa.eu/eu2020/pdf/1\\_LV\\_ACT\\_part1\\_v1.pdf](https://ec.europa.eu/eu2020/pdf/1_LV_ACT_part1_v1.pdf)

[3] Latvijas augstākās izglītības un augstskolu attīstības nacionālā koncepcija 2013. - 2020. gadam, sk.:[http://www.aip.lv/files/AIP\\_vestules\\_nr11231\\_pielik\\_LAIAANK\\_Koncepcija.doc&embedded=true&hrome=true](http://www.aip.lv/files/AIP_vestules_nr11231_pielik_LAIAANK_Koncepcija.doc&embedded=true&hrome=true)

**1.2. Analysis and assessment of the statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down in the different study forms, types, and languages.**

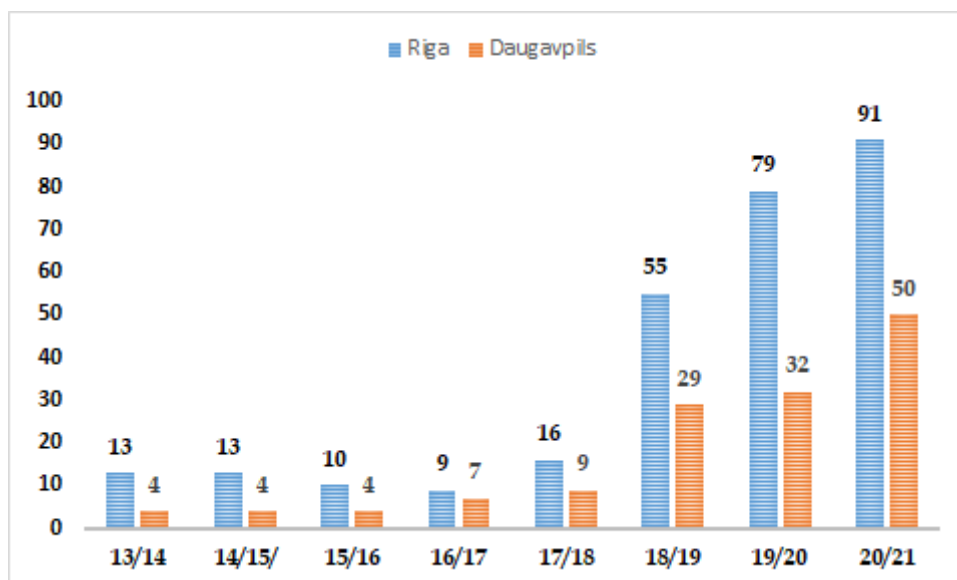
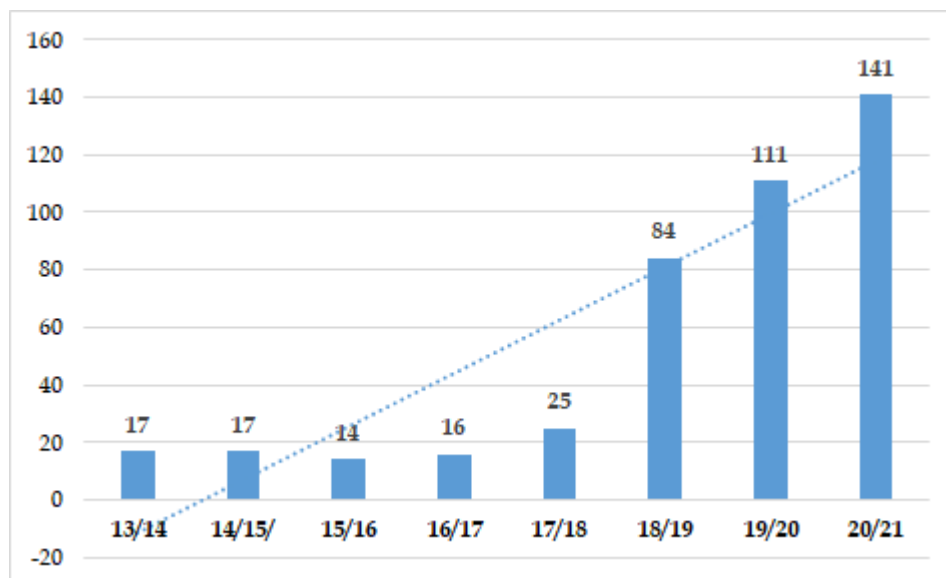
During the review period from 2013/2014 to 2020/2021, the students were enrolled and are studying in the 1<sup>st</sup> level professional study program “Law Science” both in full time and part time study forms in Latvian and Russian languages.

Table 1.2.1.

**Number of students enrolled in the first level professional higher education study program „Law Science”**

Number of students Code 43380	13/14	14/15/	15/16	16/17	17/18	18/19	19/20	20/21	TOTAL
Riga	13	13	10	9	16	55	79	91	286

Daugavpils	4	4	4	7	9	29	32	50	139
TOTAL:	17	17	14	16	25	84	111	141	425



The highest number of enrolled students during the period from 2013/2014 to autumn of the academic year of 2020/2021 was established in Riga branch – 91 students, the lowest – in Daugavpils branch – 50 students.

During the review period from 2013/2014 to the beginning of the academic year of 2020/2021 the number of the students in the 1<sup>st</sup> level higher education professional study program “Law Science” declined, which coincides both with the national demographic situation observed in the recent years and the declining total number of university students in the country in general, as well as creation of a similar study program in other higher education institutions.

During the review period admission of the students in the 1<sup>st</sup> course took place both in the full time and part time study forms and the number of enrolled students in the 1<sup>st</sup> course by flows and cities is provided in Annex No 5. The highest number of flows was observed in Riga, and besides, in the part time study form – only in Riga. When analysing the trends of student drop-outs, it can be seen from Appendix that the annual drop-out of students in Daugavpils is uneven and insignificant – 1-6 students.

Every student who has decided to drop out is asked to complete a questionnaire on the reasons for dropping out, which helps the Academy find out the reasons for dropping out. Personal reasons are the ones most often given (voluntary, financial debts, academic debts, etc.).

There are no budget places in the study program, and full-time and part-time full-time students study only for a fee to be paid. Until the 2019/2020 academic year, the study program was implemented in Latvian and Russian.

### **1.3. Analysis and assessment of the interrelation between the name of the study programme, the degree or professional qualification to be acquired or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements.**

The first level professional study program “Law Science” was developed, based on the following regulatory documents:

1. Cabinet Regulations No 141 **“Regulations on the First Level Professional Higher Education National Standard”** (20.03.2001);
2. Cabinet Regulations No 461 **„Regulations Regarding the Classification of Occupations, Basic Tasks Corresponding to the Occupation, Basic Qualification Requirements and Procedures for the Use and Updating of the Classification of Occupations”** (18.05.2010);
3. **Profession standard of the Legal assistant** (approved at the meeting of the Tripartite Cooperation Sub-Councils for Vocational Education and Employment on April 15, 2009, protocol No 4, profession code – 3411 02);
4. Cabinet Regulations No 322 **„Regulations on Classification of Education in Latvia”** (13.06.2017);
5. **European Qualifications Framework;**
6. Cabinet Regulations No 795 **“Regulations Regarding Licensing of Study Programmes”** (11.12.2018);
7. **Guidelines for the development of the description of the study program** (31.01.2019);
8. Cabinet Regulations No 793 **“Regulations Regarding Opening and Accreditation of Study Fields”** (11.12.2018);
9. **Guidelines for the development of a self-evaluation report of study field** (04.03.2019);
10. **Standards and guidelines for quality assurance in the European Higher Education Area (ESG)** (15.05.2019.).

The title of the study program, the degree to be acquired, the goals and tasks, as well as the admission requirements are interrelated and conforming, as it is a professional study program that is implemented in 2,3 years of full-time studies and 2,5 years of part-time studies form, obtaining the qualification of a lawyer, with the possibility to continue studies in the academic Bachelor study program.

Taking into account the global challenges of financial markets and economics and dynamically changing knowledge and labour market requirements, study results are defined to ensure meeting the requirements of the Latvian Qualifications Framework (LQF) and study results and are developed taking into account the recommendations of cooperation partners.

Admission of applicants to the Baltic International Academy in the full-time and part-time first level higher education professional study program "Law Science" is carried out in accordance with the Admission Regulations and matriculation procedures (hereinafter – the Regulations) (Approved on October 23, 2019, at the Senate meeting of BIA, protocol No 140) [https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2020\\_21.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf)

The requirements specified in the Regulations (Part 1; Paragraph 8, 9, 10, 11, 13-20 of Part 2; Chapter VI) serve as grounds to ensure achievement of the goal, tasks and study results of the study program, which indicates that all aforementioned factors are interrelated.

See tables 1.4.1., 1.4.2., 1.4.3.

### **III - DESCRIPTION OF THE STUDY PROGRAMME (2. The Content of Studies and Implementation Thereof)**

**2.1. Assessment of the relevance of the content of the study course/ module and the compliance with the needs of the relevant industry and labour market and with the trends in science. Provide information on how and whether the content of the study course/ module is updated in line with the development trends of the relevant industry, labour market, and science. In case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation.**

The Law Science focus area of the Baltic International Academy (also referred to hereinafter as the BIA) provides three-cycle education through the implementation of: level 1 and 2 vocational higher education programs "Law Science", an academic master's education program and a doctoral program.

The previous accreditation of the education program took place in 2013, and the program was accredited for a period of six years.

BIA has developed a system to ensure continuous improvement and efficient performance of the education area; the internal quality assurance system is also being implemented as required.

The content profile of the program is structured so as to achieve the specified goal thereof and the objectives set for this purpose, in observance of the requirements of the profession standard for an Assistant Lawyer,[1] the National Concept for the Development of Higher Education and Institutions of Higher Education of Latvia for 2021-2027, the National Development Plan of Latvia for 2021 to 2027 (NAP2027), the Sustainable Development Strategy of Latvia 2030, including knowledge-based improvement, innovation, full use of information and communication technology,[2] cohesion of the education program with the requirements of an individual, the current labour market and the prospective labour market, improvement of quality through mobility and cross-border cooperation and development of lifelong learning opportunities.[3]

The education program fits entirely into the prospective structure of the Law Science area of studies, ensuring continuity of education programs and opportunities for growth. Students who choose this education program are motivated and oriented towards academic and professional growth, continuing their studies in the academic baccalaureate program from the 3<sup>rd</sup> year of the

studies.

In view of increased interest from potential students, the study courses of the study program were updated in accordance with the current tendencies of the branch, labor market and science, the content of the education program is being supplemented with current trends of legal science, providing essential knowledge and competences in every domain of law as compulsory courses and offering elective courses to choose at one's own discretion (see Table 1.2.1).

Table 2.1.1.

**Planned amendments to the first level higher education program "Law Science"**

<b>Name of the study program</b>	<b>First level higher education program "Law Science"</b>	<b>First level higher education program "Assistant Lawyer"</b>
<b>Code of the study program in accordance with the Latvian education classification</b>	41380	41380
<b>Duration and scope of implementation of the education program</b>	2 years and 3 month, 92 CP	2 years, 80 CP
<b>Mode and form of studies in the program</b>	Full-time intramural – 2 years and 3 months, part-time – 2 years and 5 months	Full-time intramural – 2 years, part-time – 2.5 years
<b>Education program implementation language</b>	Latvian	Latvian, bilingual
<b>Awarded degree, or awarded degree and qualification</b>	Qualification of an Assistant Lawyer	Qualification of an Assistant Lawyer
<b>Name and volume of a study course for the next accreditation period</b>	<b>Name and volume of a study course in the previous accreditation period</b>	
<b>Assistant Lawyer</b>	<b>Assistant Lawyer</b>	
<b>Part A (compulsory courses)</b>	<b>Part A (compulsory courses)</b>	
Children's Rights Protection (1 CP)	-	
Principles of Economics and Project Management (1 CP)	Principles of Economics and Business (1 CP)	
Legal Computer Science (2 CP)	Computer Science (2 CP)	

Legal Recordkeeping (2 CP)	Part B
Legal Ethics and the Culture of Communication (1 CP)	-
Legal Logics and Rhetoric (2 CP)	Logics and Rhetoric (2 CP)
Professional Glossary (English) (2 CP)	Professional English (2 CP)
Civil Defence and Environment Protection (1 CP)	Civil Defence and Environment Protection (1 CP)
Theory and Methodology of Scientific and Academic Work (1 CP)	-
-	Political Studies (2 CP)
-	Psychology (2 CP)
-	Roman Law (2 CP)
-	History of Foreign law (3 CP)
Part B	Constitutional Law (3 CP)
<b>Part A1 Study courses teaching the latest achievements in the theory and practice of the industry (as pertains to work and organisation)</b>	<b>Study courses teaching the latest achievements in the theory and practice of the industry</b>
Theory of State and Law (4 CP)	Part B
History of Latvian Law (3 CP)	Part B
Law Enforcement Agencies (2 CP)	Part B
Part A1	Legal Recordkeeping (2 CP)
<b>Part A3 Internship</b>	<b>Part P Internship</b>
Internship I (induction) (2 CP)	Internship (induction) (2 CP)
Internship II (professional) (4 CP)	Professional internship (4 CP)
Internship III (pre-degree) (10 CP)	Pre-degree internship (10 CP)
<b>Part A4 State examination</b>	<b>Part G State examination</b>

Qualification thesis (8 CP)	State examination: Development and defence of a qualification thesis (8 CP)
<b>Part B Compulsory electives</b>	<b>Part B Compulsory electives</b>
Administrative Law (3 CP)	Administrative Law (3 CP)
Administrative Procedure (3 CP)	Administrative Procedure (3 CP)
Insurance Law (1 CP)	-
Civil Law. Compulsory part (2 CP)	Civil Law. Compulsory part (2 CP)
Civil Procedure (2 CP)	Civil Procedure Law (2 CP)
Labour Law (3 CP)	Labour Law (3 CP)
Law of the European Union (3 CP)	Law of the European Union (3 CP)
Financial Law (2 CP)	-
Family and Inheritance Law (3 CP)	Civil Law: Family and Inheritance Law (4 CP)
Law of Property (3 CP)	Civil Law: Law of Property (3 CP)
Commercial Law (3 CP)	-
Criminal Law (2 CP)	Criminal Law (2 CP)
Criminal Procedure (2 CP)	-
Municipal Law (1 CP)	-
Constitutional Law (4 CP)	Part A
Law of Obligations (3 CP)	Civil Law: Law of Obligations (3 CP)
-	History of Latvian Law (3 CP)
Part A1	Theory of State and Law (3 CP)
Part A1	Law Enforcement Agencies (2 CP)
<b>Part C Freely elective courses</b>	<b>Part C Freely elective courses</b>
Part A1	Professional Ethics (1 CP)
Labour Protection Law (1 CP)	-



Intellectual Property Law (1 CP)	-
Legal Conflict Resolution (1 CP)	-
Criminal Science (1 CP)	-
Anti-Corruption Efforts and Prevention of Conflicts of Interest (1 CP)	-
Insolvency Law (2 CP)	-
Consumer Protection Law (2 CP)	
Environment Law (2 CP)	

As shown in Table 1.2.1, the content of the education program was improved with an eye towards student-centred professional education, which implies active involvement of students in the lecture process, using various teaching methods (seminars, practical tasks), as well as supplementing the education program with new relevant domains of legal science. The "Assistant Lawyer" education program will be implemented in Latvian language in Riga and Daugavpils.

As shown in Table No 1.2.1, both general education and industry-specific courses of the basic jurisprudence education program were supplemented. As distinct from the current version of the program, new relevant subjects have been singled out as freely elective courses: *Labour Protection Law, Anti-Corruption Efforts and Prevention of Conflicts of Interest, Insolvency Law, Criminal Science, Consumer Protection Law and Environment Law*. Thus, the education program meets not just the requirements of regulatory acts, but the latest trends in higher education and the labour market as well.

A detailed course description was developed for each study course and approved by the session of the Council of the "Law Science" area of studies. Study course descriptions explaining the content of a study course, specify the exact course plan, requirements for learning the course, results thereof, as well as mandatory and additional literature used.

### ***Appropriateness of the education program and the study courses to the labour market needs***

As evidenced by an analysis of job advertisements, the demand for experts of legal professions is persistent.

Table 2.1.2.

#### **Labour market demand assessment (as of 01.02.2021)**

No.	Profession	<a href="https://cvvp.nva.gov.lv/">https://cvvp.nva.gov.lv/</a>	<a href="https://www.visidarbi.lv">https://www.visidarbi.lv</a>	<a href="https://cv.lv/lv/">https://cv.lv/lv/</a>	<a href="https://www.vp.gov.lv/">https://www.vp.gov.lv/</a>	Total
1	Assistant Lawyer	1	7	3		11
2	Policeman				6	6
3	Clerk of Court	1				1

4	Other jobs with legal education	25	32	3	60
<b>Total:</b>		<b>2</b>	<b>32</b>	<b>35</b>	<b>9</b>
					<b>78</b>

Despite the fact that the demand for assistant lawyers is relatively low as of today, it is to be noted here that legal literacy is of vital importance for every individual in daily life, when representing one's interests with government and municipal institutions, companies and organisations, etc., making various transactions affecting one's rights and obligations, from employment contracts to private transactions such as rental agreements, purchase contracts, donation agreements, consumer agreements, loan agreements and other contracts. Basic legal knowledge can be a great asset for a person starting a business, choosing a form of incorporation and incorporating a private legal entity for commercial operations, as it helps one navigate through the legal regulatory framework governing the issues of entrepreneurship.

Moreover, an assistant lawyer can have a job as a clerk of court or with the police, provide practical assistance to officers of legal professions (attorneys, notaries public, etc.) and other experts, help draft legal documents and consult on legal issues, as well as monitor the compliance of documents with the effective regulatory acts.

Thus, legal professions, including assistant lawyers, are still in demand on the labour market, therefore, these studies remain relevant.

At the end of the studies, students have to do a qualification thesis. Having completed their studies, graduates can continue their education from the 3<sup>rd</sup> academic year of the academic baccalaureate program.

The education program is compared to similar Latvian programs, as foreign higher education institutions do not offer any similar programs.

### **Comparison between the BIA's education program “Law Science” and**

[1] Jurista palīga profesijas standarts, sk.: <https://registri.visc.gov.lv/profizglitiba/dokumenti/standarti/ps0215.pdf>

[2] Eiropa 2020 Stratēģija gudrai, ilgtspējīgai un integrējošai izaugsmei, sk.: [https://ec.europa.eu/eu2020/pdf/1\\_LV\\_ACT\\_part1\\_v1.pdf](https://ec.europa.eu/eu2020/pdf/1_LV_ACT_part1_v1.pdf)

[3] Latvijas augstākās izglītības un augstskolu attīstības nacionālā koncepcija 2013. - 2020. gadam, sk.: [http://www.aip.lv/files/AIP\\_vestules\\_nr11231\\_pielik\\_LAIAANK\\_Koncepcija.doc&embedded=true&chrome=true](http://www.aip.lv/files/AIP_vestules_nr11231_pielik_LAIAANK_Koncepcija.doc&embedded=true&chrome=true)

**2.2. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators, the relation between the aims of the study course/ module and the aims and intended outcomes of the study programme. In case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on**

research and other education levels.

### Comparison between the BIA's education program "Law Science" and similar programs of Latvian higher education institutions

The education program was compared to education programs in jurisprudence of the same level offered by the Legal College and the Turība University.

Table 2.1.3.

### Comparison between the BIA's education program "Law Science" and the similar programs offered at the Legal College and the Turība University

BIA		Legal College		Turība University	
Duration (years)		2.3		2.2	2.3
Number of credit points		92		88	92
<b>Compulsory general study courses. Part A (no less than 20 CP)</b>					
No.	Title of the study course	CP		CP	CP
1.	Principles of Economics and Project Management	1	Principles of Economics	1	
2.	Theory and Methodology of Scientific and Academic Work	1			
3.	Theory of State and Law	3	Theory of Law	3	Theory of Law 4
4.	Computer Science for Law Students	2			Information Technologies and Cyber Security 2
	Law Enforcement Agencies	2	Law Enforcement Agency System in the Republic of Latvia	2	Law Enforcement Agencies 2
6.	Legal Recordkeeping	2	Legal Analysis, Text Writing and Legal Rhetoric	2	Recordkeeping and the Official Language 2

7.	Legal Ethics and the Culture of Communication	<b>1</b>	Professional Ethics and the Culture of Communication	2	Professional Ethics and the Culture of Communication	2
8.	Legal Logics and Rhetoric	<b>2</b>	Legal Analysis, Text Writing and Legal Rhetoric	2	Legal Technique	2
9.	Professional Glossary (English)	<b>2</b>	Professional Glossary in a Foreign Language	<b>2</b>	Professional Glossary	2
10.	Civil Defence and Environment Protection	<b>1</b>			Civil Defence and Environment Protection	2
11.	Labour Protection Law	<b>1</b>				
12.	Term paper	<b>2</b>			Term paper	2
<b>Total:</b>		<b>20</b>		<b>14</b>		<b>20</b>

**Key courses of the field of study. Part B (no less than 36 CP)**

<b>No.</b>	<b>Title of the study course</b>	<b>CP</b>		<b>CP</b>		<b>CP</b>
13.	Administrative Law	<b>3</b>	Administrative Law	4	Administrative Law	4
14.	Administrative Procedure	<b>2</b>	Administrative Procedure	3	Administrative Procedure	3
15.	Insurance Law	<b>1</b>				
16.	Children's Rights Protection	<b>1</b>				
17.	Civil Procedure	<b>2</b>	Civil Procedure	4	Civil Procedure	3
18.	Civil Law. Compulsory part	<b>2</b>	Civil Law (compulsory part)	2	Civil Law. Compulsory part	2
19.	Law of the European Union	<b>3</b>	European Law	3	Law of the European Union	4

20.	Financial Law	<b>2</b>	Principles of Accounting	1	Financial Law	2
21.	Labour Law	<b>2</b>	Labour Law	3	Labour Law	2
22.	Family and Inheritance Law	<b>3</b>	Family Law	3	Family and Inheritance Law	4
			Inheritance Law	3		
23.	Law of Property	<b>2</b>	Law of Property (rights in rem)	4	Law of Property	4
24.	Commercial Law	<b>2</b>			Commercial Operations	2
25.	Constitutional Law	<b>4</b>	Constitutional Law	3	Constitutional Law	4
26.	Criminal Law	<b>2</b>	Criminal Law	2	Criminal Law	2
27.	Criminal Procedure	<b>2</b>	Criminal Procedure	2	Criminal Procedure	3
28.	Municipal Law	<b>1</b>			Municipal Law	2
29.	Law of Obligations	<b>2</b>	Law of Obligations	4	Law of Obligations	4
	<b>Total:</b>	<b>34</b>		<b>41</b>		<b>45</b>
<b>Freely elective courses. Part C (no less than 4 CP)</b>						
30.	Intellectual Property Law	<b>1</b>				
31.	Legal Conflict Resolution	<b>1</b>	Mediation	3		
32.	Criminal Science	<b>2</b>				
33.	Anti-Corruption Efforts and Prevention of Conflicts of Interest	<b>1</b>				
34.	Insolvency Law	<b>2</b>				

35.	Consumer Protection Law	2				
36.	Environment Law	2				
<b>Total:</b>		<b>6</b>		<b>3</b>		
<b>Internship (16 KP)</b>						
37.	Professional internship (introductory)	2				
38.	Professional internship (in court)	4			Internship	8
39.	Pre-degree internship	10	Educational internship	16	Pre-qualification internship	8
<b>Total:</b>		<b>16</b>		<b>16</b>		<b>16</b>
<b>State examination (8 CP)</b>						
	<b>Qualification thesis</b>	<b>8</b>	Development and defence of a graduation (qualification) thesis	8	State examination	8
<b>Total:</b>		<b>8</b>		<b>8</b>		<b>8</b>
<b>Grand total:</b>		<b>92</b>		<b>88</b>		<b>92</b>

Table 2.1.4.

**Duration, volume, goal and enrolment requirements of the BIA's education program "Law Science" and the similar programs offered at the Legal College and the Turība University**

<b><i>Name of the higher education institution</i></b>	<b>BIA</b>	<b>Legal College</b>	<b>Turība University</b>
<b><i>Name of the study program</i></b>	<b><i>Law Science</i></b>	<b><i>Law Science</i></b>	<b><i>Law Science</i></b>

<b>Code of the education program:</b>	<b>41380</b>	<b>41380</b>	<b>41380</b>
<b>Qualification awarded:</b>	Assistant Lawyer	Assistant Lawyer	Assistant Lawyer
<b>Duration of the studies</b>	2.3 years full time 2.5 years part time	2.2 years full time 2.5 years part time	2.3 years full time years part time
<b>Volume of the education program</b>	92 CP or 138 ECTS	88 CP or 132 ECTS	92 CP or 138 ECTS
<b>Compulsory content of the education program</b>	Compulsory part 20 CP or 30 ECTS	Compulsory part 20 CP or 30 ECTS	A Compulsory part A 40 CP or 60 ECTS
	Basic courses of industry-specific studies 34 CP or 51 ECTS	Compulsory electives 44 CP or 66 ECTS	Compulsory electives part A1 32 CP or 48 ECTS
	Freely elective courses 6 CP or 9 ECTS	Part C 3 CP or 4.5 ECTS	Part B 4 CP or 6 ECTS
<b>Internship</b>	16 CP or 24 ECTS	16 CP or 24 ECTS	16 CP or 24 ECTS
<b>State examination</b>	Qualification thesis 8 CP (12 ECTS)	Qualification thesis 8 CP (12 ECTS)	State examination 8 CP (12 ECTS)

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**Goal of the studies**

- prepare qualified experts for practical work in the profession of an assistant lawyer, with proper knowledge of the Latvian law and the governing regulatory acts, and the ability to use these in the course of work;

- conduce the learning of theoretical knowledge and practical skills, development of attitudes to ensure the obtainment of the respective qualification, and improve competitive performance in the setting of fluctuating social and economic circumstances;

- create motivation for professional development and career enhancement education in the domain of legal science, as well as for continuing studies in second level higher vocational education programs to obtain a lawyer's qualification.

Prepare theoretically knowledgeable and practically capable experts for the national economy and law enforcement agencies within two years, with an emphasis of the specific peculiarities of Latvia as a Member State of the European Union.

Prepare a person for working in the position of an assistant lawyer within a short time.



<b>Enrolment requirements</b>	<p>Persons who have completed full secondary education or prior education recognised in Latvia that meets the requirements of the education program.</p> <p>Enrolment of candidates for studying in full-time and part-time programs is carried out as an open and equitable competitive process, based on the results of centralised examinations, with specific exceptions.</p>	<p>Enrolment takes place by means of a competitive process based upon the results of centralised examinations in the following subjects: Latvian Language and Foreign Language (English, German, French, Russian), except for persons who have acquired secondary education before 2004, as well as persons who have acquired secondary education abroad, persons with special needs or persons exempted from centralised examinations.</p> <p>Persons who have acquired secondary education before 2004, persons who have acquired secondary education abroad, persons with special needs and persons exempted from centralised examinations are accepted based on their grades in the following subjects as per their certificates of secondary education: Latvian Language and Foreign Language (English, German, French, Russian). Grades are credited as centralised examination grades</p>	<p>In order to commence studies in the 1<sup>st</sup> level education program “Law Science”, a candidate must first pass a centralised examination in Latvian, foreign language (English, German, French or Russian) and mathematics.</p> <p>Candidates who completed their secondary education before 2004 must have satisfactory grades in the respective subjects.</p>
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Comparison between these programs leads to the inference that the structure of these programs is similar, yet the content thereof is different, which testifies to the competitive advantage thereof (see Table 2.1.4):

- BIA and the Turība University offer the same volume of their respective education programs, 92 CP or 138 ECTS, while the Legal College offers 88 CP. Duration of studies at BIA and the Legal College is 2.2 years for full-time studies and 2.5 years for part-time studies, whereas

the Turība University offers a 2.3-year full-time schedule.

- All programs award the same qualification – assistant lawyer.
- All higher education institutions have internship in the amount of 16 CP.

Each education program has its own essential specificity and differences. All programs allow students to acquire knowledge in different domains of legal science, in accordance with the requirements towards vocational education. BIA offers a number of up-to-date subjects, such as Anti-Corruption Efforts and Prevention of Conflicts of Interest, Insolvency law, Consumer Protection Law and Environment Law, and uses innovative approaches, such as court session simulations and case solving.

### ***Appropriateness of the education program and the study courses to scientific trends***

The content of study courses within the “Law Science” education program is being updated regularly in accordance with the requirements of the industry and the labour market, as well as scientific development trends. Study courses of the “Law Science” education program are updated by means of including the latest literature and defining clear grading criteria. New information is added to the study courses in accordance with the goals and desired results of each course, which, in turn, are derived from the goals and anticipated results of the program. Mapping of the study courses within the education program provides a clear image of this cohesion. Each study course allows achieving 1 to 5 of the anticipated results of the program. Each anticipated result of the program is associated with at least 1 study course, but the average number of associated courses is 5 or more.

Coherence with labour market trends and requirements of the professional environment is achieved through cooperation with the council of the area of studies and involvement of professionals in the teaching process. Compliance with scientific requirements is achieved thanks to the participation of educators in international scientific conferences and publication of studies in scientific journals.

BIA issues the "[Baltic Journal of Law](#)" and the scientific theoretical journal "[Administrative and Criminal Justice](#)", which publishes scientific articles in various domains of law. Students of the program are also to be involved in the performance of scientific work.

This information regarding the study process of the first level education program “Law Science” leads to the inference that the structure of the program is logical and student-centred, conduces independent research activities and purposeful development of practical skills in line with the principles of the domain of economic science. The amendments made to the program reflect the current requirements of the labour market towards experts of economic professions. The education program and the study courses developed within the boundaries thereof are tuned to the current development trends of economic science, thus offering competitive education.

### **2.3. Assessment of the study implementation methods (including the evaluation methods) by providing the analysis of how the study implementation methods (including the evaluation methods) used in the study courses/ modules are selected, what they are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The objective study and knowledge assessment methods employed by the BIA are implemented in a consequential manner. The volume of each test matches the program content of the respective

study course and the requirements of the Profession Standard towards skills and knowledge. BIA assesses the results of the studies using two parameters:

- qualitative assessment – grading using a 10-point scale;
- quantitative assessment – the number of credit points as defined by the volume and importance of the study course.

The total amount of acquired credit points is specified in the study plan. In order to verify the compliance of the scope of work done by a student with the plan, a quantitative assessment thereof is done each semester and each academic year, with 1 credit point being the equivalent of 40 hours.

The academic bachelor's education program "Law Science" of BIA is developed in order to allow attainment of the specified goals of the education program, which is achieved by means of achieving the results of separate study courses in observance of student-centred education principles. The education program is implemented using a multitude of teaching methods:

- lectures – theoretical classes with elements of active education methods.
- seminar classes – discussions of current issues in the scientific domain of economics and business (theory and research).
- unsupervised studies – reference papers, essays, analysis of scientific publications, presentations, observations and analysis thereof, interviews with subsequent analysis, self-analysis;
- hands-on seminars that give students an opportunity to try out their newly acquired knowledge in a practical application. Hands-on seminars are an integral part of the study courses. especially the various practical courses included in the program;
- tests are used for testing students' knowledge on an ongoing basis and allow determining their skills of analysing the studies materials.
- business games – simulated court proceedings, role playing exercises in mediation allow students to shape their practical skills;
- subject-specific case solving exercises, which are to be completed using lecture materials, regulatory acts and suggested literature.

Study methods are selected depending on the intended goals, specific nature and anticipated results of each study course. In addition to common lecturing techniques, lectures make use of active study methods, stimulating discussions and organising work in small groups and holding student presentations of their independent works, including case solutions. Active study methods are widely used in seminar classes. Using these methods, lecturers create an unconstrained and democratic atmosphere in the study process, which stimulates students to pursue personal and professional growth.

Moreover, these methods are being used ever more frequently, as students have access to an ever-expanding pool of legal literature to assist in their studies, available at the BIA scientific library. Thus, the students' load is defined as 40 academic hours per one credit point (with 16 academic hours (full-time) or 12 academic hours (part-time) being contact hours, whereas the remaining hours are intended for unsupervised work).

Most of the academic personnel participating in the implementation of the education program use the e-studies electronic education environment known as MOODLE, which provides ample opportunities for storing lecture materials and organising delivery of the results of unsupervised work.

***Grading system (education criteria) and grading methods for the attainment and assessment of study results, forms and procedure of testing.***

The grading system used by the first level education program "Law Science" is a 10-point system based on the Grading Charter of the Baltic International Academy. The process of training properly qualified specialists in economics is impossible without a comprehensive and stringent control of the acquired knowledge and skills. The object of such control is more than just the knowledge obtained within the boundaries of study courses. It also assesses one's ability to substantiate opinions in a logical manner, speak in public, find the required information and analyse it. Descriptions of the A, B and C courses of the education program provide clear definitions of grading criteria and the results to be achieved for each specific grade.

During the semester, students' knowledge is assessed by means of tests and results of unsupervised work. Courses end with verbal / written examinations that comprise no less than 30% of the total final grade. Thus, knowledge assessment and unsupervised work control are carried out during the entire semester in parallel with the studies. First of all, it ensures feedback between students and academic personnel within the boundaries of a study course, allowing educators to evaluate the comprehension level of course sections that were already done, as well as the quality of teaching. Apart from that, it supports real, independent improvement of the academic process. Requirements of each specific study course for the obtainment of credit points and the proportion thereof in the overall grade for the course are clearly defined in the study course description, and these are communicated to students during the first two classes.

Upon completion of a study course, students take an examination or a differential test. As of today, students do 70%-80% of examinations in writing or by means of a test. Other forms include case studies in the respective domain of legal science, which allows evaluating the practical application of the acquired knowledge. Verbal tests are only used in separate study courses, e.g., foreign language, legal psychology, legal logics and rhetoric. An essential testing element is the state examination, which includes preliminary defence of the qualification thesis. Preliminary defence is a mandatory requisite for students to be authorised for final defence of the qualification thesis. Defence of the qualification thesis is not merely a formal procedure. Such grading system allows monitoring the gradual qualification thesis development process in order to develop a student's ability to conduct research in line with the core legal science research principles in the respective domain of legal science in a correct and independent manner.

Considering the above, we assume that the first level education program "Law Science" at BIA is being implemented with proper implementation control measures in place. Respectively, we can infer that the program fully meets the requirements of professional baccalaureate studies in terms of both content and volume.

Cohesion between the study implementation methods, grading processes and ultimate results of the first level education program "Law Science" is shown in the table. This table represents several study implementation methods that conduce student cooperation and active learning and reflect the position viewing "learning as a student-centred and social concept".

Most of the academic personnel participating in the implementation of the baccalaureate program use the e-studies electronic education environment known as the MOODLE platform, which provides ample opportunities for storing lecture materials and organising delivery of the results of unsupervised work.

A summary of information on how the study process meets the student-centred education principles can be formulated as the following inferences:

- 1) the study process considers and respects the diversity of students' needs (cares of adaptation at the initial stage of the studies, individual approach in the study process, involvement of academic and supporting personnel in solving the students' problems, opportunities to study according to an

individual plan);

2) different program implementation modes are available to the extent practicable (studies are available in both the full-time mode and the part-time mode);

3) various pedagogical methods are used as the circumstances require;

4) surveys are carried out in order to learn the students' opinions, and regular assessment of pedagogical methods is undertaken in order to determine the optimum way of achieving the goals of study courses and the study program;

5) the students' drive for independence is supported, while guidance and support from the academic and supporting personnel remain fully available;

6) mutual respect is conducted in the relations between students and the academic personnel; problems and conflict situations are solved through the intervention of the supervisor of the education program.

*Findings regarding the grading system:*

1) the academic personnel is knowledgeable of the testing and examination methods and focuses not just on the abstraction of knowledge, but also uses problem situation analysis methods allowing assessment of one's capability to use the obtained knowledge in practice;

2) students receive feedback on the independent works, homework and tests done within the boundaries of every study course, with appropriate advice regarding the learning process, if necessary;

3) the academic personnel strives to maintain a consequent grading process applied to all students in a fair and just manner and implemented in accordance with the approved procedures.

**2.4. If the study programme entails a traineeship, provide the analysis and assessment of the relation between the tasks of the traineeship included in the study programme and the learning outcomes of the study programme. Specify how the higher education institution/ college supports the students within the study programme regarding the fulfilment of the tasks set for students during the traineeship.**

Students aspiring a professional bachelor's degree in jurisprudence are supposed to undergo research internship in the volume of 6 CP (to enrol at a professional master's education program with 60 CP), whereas those who have graduated from an academic bachelor's program have to do 26 CP of internship (to enrol at a professional master's education program with 80 CP), which is comprised of:

- Professional internship I (induction) – 2 CP (in accordance with the respective study course description).

The goal of internship is to help students familiarise themselves with the education system of Latvia, the study process and internship organisation at BIA and in the selected education program, and to provide advice on how to study.

The objective of internship is to prepare students for studies and subsequent internships at BIA within the boundaries of the selected education program.

- Professional internship II – 4 CP (in accordance with the course description and methodological guidelines with the Professional internship II course.

The goal of internship is to allow students to consolidate their previously acquired knowledge in domains of legal science, gain practical skills in administrative, criminal and civil law.

The objective of internship is to make sure that a student can comprehend and navigate the regulatory acts that govern the legal protection activities performed by the internship organisation, as well as to allow him/her to practise the skills of legal work, gain practical skills in various legal issues through working with clients and in judicial proceedings, which is then reported in accordance with a specific form and in observance of the respective report drafting requirements.

- Professional internship III (pre-graduation) – 10 CP (in accordance with the course description and methodological guidelines with the Professional internship (pre-graduation) course.

The goal of internship is to consolidate, enhance and make practical use of the learnt theoretical knowledge in the assistant lawyer's profession, to collect and analyse the materials required for the development of a qualification thesis.

The objectives of internship are to make sure that a student can comprehend and navigate the regulatory acts that govern the legal protection activities performed by the internship organisation, as well as to allow him/her to practise the skills of legal work, improve practical skills of interpretation and application of laws and other regulatory acts, paying attention to the identification of imperfections and problems in the interpretation and application of legal provisions.

## **2.5. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the evaluations of the final theses.**

Subjects of qualification theses over the past 2 academic years are grouped into area categories in Table 2.5.1.

Table 2.5.1.

### **Distribution of the subjects of qualification theses by scientific domains**

No.	Law Science <sup>[1]</sup>	Research focus areas	Theses, number	Theses, %
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<b>1</b>	Civil Law	Family and Children's Law	3	12%
		Law of Obligations	7	26%
		Civil Procedure	2	7%
		Labour Law	1	3%
		Property Law	2	7%
		European Law	3	12%
		<b>Total:</b>	<b>18</b>	<b>65%</b>
<b>2.</b>	Administrative Law	Administrative Law	<b>2</b>	7%
<b>3.</b>	Criminal Law	Criminal Law	<b>7</b>	26%
		<b>Total:</b>	<b>27</b>	<b>100%</b>

Students mostly prefer to do their qualification papers on the legal aspects in different domains – administrative law, civil law, criminal law, international law. Most subjects from the domain of civil law address the issues of law of obligation and property law, as well as the associated civil procedure issues. The subjects studied within the domain of criminal law similarly address the aspects of criminal law and criminal procedure.

For instance, students who chose to study criminal law issues have developed theses on subjects like "Criminal regulation of illegal trade in alcohol", "Criminal liability for smuggling", "Criminal liability for money laundering", etc.

In the meantime, students who chose to study civil law issues have developed theses on the following subjects: "Legal regulation of sale and purchase contracts", "The meaning of real servitude in civil law relations", "Legal characteristic of sale and purchase contracts", etc.

In the domain of international law, qualification theses addressed subjects like "Legal regulation of interactive gambling in Latvia and the EU Member States", "Peculiar features of functioning of the court system of the European Union", "Legal aspects of application of the Istanbul Convention on Combating Violence against Women".

Over the period of 2013/2014 to 2019/2020, graduation these were done in the first level education program "Law Science". Subjects of the qualification theses defended within the period of 2018 to 2020 are specified in the Annex.

The analysis shows that students mostly prefer to do their Bachelor's Theses on the subject of civil and criminal law, which confirms that the students' theses subjects are closely associated with their future professional and scientific activities.

Assessment of the students' Bachelor's Theses grade distribution shows that over a half of graduates had their theses rated as "good" and "very good".

Upon successful completion of the education program and obtainment of a positive grade for the final examinations (the minimum successful grade is 4), a student is awarded the degree of a

Bachelor of Social Sciences in jurisprudence.

[1] Noteikumi par Latvijas zinātnes nozarēm un apakšnozarēm.

<https://likumi.lv/ta/id/296661-noteikumi-par-latvijas-zinatnes-nozare-un-apaksnozarem>

## **2.6. Analysis and assessment of the outcomes of the surveys conducted among the students, graduates, and employers, and the use of these outcomes for the improvement of the content and quality of studies by providing the respective examples.**

### **Analysis of the students' survey results**

The Baltic International Academy (BIA) in each semester organizes a survey in order to promote the improvement of the study process. The survey questionnaire is developed for the students' survey, which is available in the BIA website.

In order to find out the students' opinion on the quality of implementation of a study program or individual study course, considering the purpose, formulated in the questionnaire, the survey may be proposed by students, academy management, study course lecturers or program manager. The survey results are compiled by the BIA Computer Centre and BIA Analytical Centre and they prepare a summarization, providing information on results for appropriate program or rectorate, or with a purpose for election in docent's position, by submitting to the Senate Secretary.

The reasonably expressed opinion in the students' survey is considered in election procedure for lecturers' positions, as well as in selection of invitation of lecturers for the implementation of the study course. The survey results are recorded and taken into account in the organization of the next study year. It mostly applies to the lecturers' personalities, as well as on the course of the study process realization. Many of proposals have been realized, for example, timely informing of students, proposals for organization of efficient use of premises, etc.

The results of students' survey are available from academic year 2013/2014 until 2019/2020. The students assessed the studies in the academy according to 10 parameters and in 10 point system, where 10 is the highest indicator (excellent):

### **Level of the students' satisfaction with studies in BIA study program "Science Law" (see the Annex)**

It is observed that the results of taken questionnaires are stable: students assess the studies in the program as very well organized study process, but it is decreased by three indicators: outside study events, organization of classes, as well as condition of computer classes and opportunities to use WiFi. Reacting to the results of students' survey, the management of BIA essentially improved the organization of study process and communication with student, changing the equipment of computer classes and improving the access to WiFi system, as well as organizing BIA Study Information Centre and paying attention to activity of BIA Student Parliament for improvement of outside study events.

Comparing the dynamics of the total mark of the study program students' survey by years it can be concluded that in general this assessment is very high and it increases 8 points in 10-point system, see the **Annex**.

### **Dynamics of the total mark of the study program students' survey**

Considering the AIC recommendations to develop new Guidelines for preparation for accreditation



of field of studies and study programs of the entities, BIA management redeveloped students' survey questionnaire, implementing electronic students' survey directly in BIA website. Besides, the range of questions about students' satisfaction with studies in BIA in general, as well as criteria for assessment of lecturers' work was extended.

During the survey period the students positively assessed both organization of study process in BIA and work of study program lecturers, see the **Annex**.

The students' assessment on professional bachelor's program is not less important. 51.4% of students completely agree that the study course outline interacts with other study courses. 64.9% of students admit that, if necessary, it is possible to receive the teaching staff consultation during the study process. More than a half of surveyed students (54.1%) completely agree that during lectures the teaching staff has always a good contact and cooperation with auditory.

Students have praised the study program quality, lecturers, who themselves have prepared the teaching aids and/or handouts for mastering the study subjects. Also activities during lectures were praised, the teaching staff always has a good contact and cooperation with auditory. The main recommendations for improvement of the study program on the part of students are related to bringing the content of classes closer to actual activities in the market, expanding the number of study literature units. It was recommended for certain lecturers to use more audio-visual aids.

When compiling the results of students' survey, we ascertained that students mostly are satisfied with BIA lecturers' work and consider that during study process under the guidance of professional lecturers they receive knowledge and skills, which are necessary for the future specialist:

- The offered course content conforms to the competences necessary for the relevant professional qualification;
- When starting a course, the lecturers introduce with the course mastering requirements, most of lecturers inform students also about requirements and criteria for competence verification,
- in general the lecturers are well prepared for lessons,
- lecturers' attitude toward students is favourable.

The main disadvantages, noted by the students, are:

- the study course lecturers not always gave rise to interest in the study course, the necessity to master the study course content was not always motivated;
- not all lecturers in the classes covered all the content, planned in the course program, tasks for individual work were assigned unsystematically.

### **Students' benchmarking for teaching quality in BIA study program "Science Law"**

When compiling the students' survey results, it can be concluded that the students' satisfaction level with studies is high. Also the students approve that the study course teaching quality and the level of teaching methodical provision are relatively high in all reference period (see the **Annex**).

The results of students' survey questionnaires are analysed at the meetings of the study field Council, administrative meetings, if necessary, inviting representatives of the student self-government.

### **Analysis of Graduates' and Employers' Survey Results**

The graduates of the study program "Science Law" have very broad employment perspectives. Specialists of legal professions are demanded in different national economy fields, as well as in state administration.

In the time period from academic year 2013/2014 until spring of academic year 2019/2020 the graduates' survey was taken, in order to get an idea about quality of study process in the Bachelor's study program. In graduates' response to the question *"How would you assess your outlook on the labour market after graduating from the BIA?"* the results showed that more than half of graduates are judging their outlooks on the labour market as outstanding and good (see the **Annex**).

Also the survey results show that collecting all information provided by graduates on the importance of acquired education during the study process, it is highly appreciated by graduates. Majority of graduates confirmed that their professional work is related to education acquired in BIA. This is reflected in the positions held by graduates, which they indicated in their questionnaires, such as police inspectors, legal advisers, etc.

Graduates acknowledge that during studies in BIA relevant study program they have acquired good basic and specialized theoretical and practical knowledge. More than a half of respondents acknowledge that the level of their theoretical knowledge is high, also assessing their own skills in working with legal information and documents, as well as to make decisions, based on previously performed information analysis, at high level. Graduates also appreciate their ability to work in team, plan, organize and manage their work.

The most graduates positively assessed also an ability to find creative solutions for legal issues of a different complexity and ability to publicly present information, as well as ability to discuss publicly and justify own opinion. Most of graduates assessed their research skills, ability to apply theoretical knowledge into practical activity, skills in drawing up documents and reports at a medium level.

The graduates noted as BIA strengths the qualified and responsive personnel, high quality study program and good internship content, wide range of education offers in regions (notes: and wide range of offers for student exchanges for studies abroad, active student self-government, good material technical base and Academy premises).

In general, upon assessment of the survey results, it is concluded that majority of graduates are satisfied with knowledge acquired in a study process, which is confirmed by their answers and BIA study program evaluation. Especially graduates outline that the acquired education has provided for them an opportunity for self-development, it has promoted career (professional) development.

Graduates acknowledge that the acquired education is competitive in both Latvian and EU market, and acquired education level and volume conforms to their financial investments.

While, in order to improve the quality of the study process, graduates recommend to involve employers and specialists-practitioners and foreign guest lecturers more in the study process, as well as to improve the provision of internship locations.

*Conclusion:* The results of graduates' survey show that the content of BIA study programs provide the level of knowledge and skills necessary for specialist. In general, the graduates evaluate their preparedness for work positively. However, many graduates (approximately 30%) after acquisition of the business manager's profession are planning to supplement their competences with other knowledge and skills, by choosing the master's studies.

### **Analysis of Employers' Survey Results**

One of the main types, how the program management of the study field direction acquires information about the study program quality and conformity with the requirements of the labour market is cooperation with employers. Employers may assess the study program, based on its result – analysis of graduates' and working specialists' work quality. Basically the information about employment opportunities for the specialists, prepared in the study course, is obtained from the

companies, where students undergo internships. Therefore employers were asked to evaluate qualifications, knowledge, skills and abilities of the study program probationers, as well as graduates employed in the relevant organizations, entities, as well as to estimate what qualification specialists, what skills and abilities will be necessary for the relevant organization, entity in the near and distant future. Employers' opinion on the program graduates and students (who work during organization internships) was clarified during survey. Results obtained and compiled in questionnaire allow to conclude that the study program graduates will be demanded in the labour market.

The majority of surveyed employers evaluate the preparedness of study program graduates as excellent and considers that the study program graduates are able immediately to perform their professional duties independently, while, a part of employers considers that graduates are able to perform their professional duties after a short training. Several employers assess the preparedness of study program graduates as sufficient and acknowledge that the graduates have a good theoretical preparedness, but insufficient practical skills (see the **Annex**).

Absolute majority appreciates the abilities of graduates in BIA studies in own industry. The results of employers' survey show that employers mostly are satisfied with practical skills and abilities of BIA graduates and students, and consider that they comply with requirements of their company in the professional field.

The survey results show that mostly employers are ready to recommend BIA graduates for other employers. None of employers has assessed the knowledge of probationer as insufficient. The surveyed employers have rated practically all the criteria characterizing the graduates, which are included in the questionnaire, as "very good" or "good".

The results of employers' survey show that in general the graduates of BIA study program conform to requirements defined by the *European Qualification Framework (EQF)*. The employers completely agree that graduates are able to acquire, select and analyse information individually and to use it; make decisions and solve problems in the relevant field or profession; to assess own professional activity and its effect to society, as well as using acquired theoretical basis and skills, graduates are able to perform professional, innovative or research activity; to formulate and analytically describe information, detect issues and find solutions; to explain and reasonably negotiate with both specialists and other interested persons, and are able to critically assess acquired knowledge.

When compiling the views of employers, it may be concluded:

1) the scale and quality of theoretical knowledge of graduates in the study programme fully satisfy the employers;

Graduates, who start working in companies and organizations, have good knowledge in jurisprudence, as well as in special subjects – commercial law, civil law and criminal law, other fields of jurisprudence.

Employers note that students/graduates have "good theoretical base" for commencement of practical activity, besides, students/graduates know and are able to successfully apply theoretical knowledge into practice;

2) practical skills and abilities of study programme graduates conform to employers' requirements;

Students' internships are mentioned as a positive aspect. Employers note that during internships the students get acquainted with organizations and employers quite often notice most successful students, who could also be recruited in future. This is often the case, and after production internships many students maintain cooperation possibility, keep in touch with employers and after graduating from the study program they get employed;

Employers, upon assessment of students' skills and abilities, note on necessity to develop and improve students' communicative skills and abilities, such as team work, to develop creativity, initiative;

Employers positively assess study program and estimate that in future, upon development and improvement of the study program, paying even more attention to students' internships, knowledge of foreign languages, computer program acquisition, the study program graduates will have all possibilities to actively participate in labour market.

Employers consider that in a nearest future the demand on specialists in legal professions will not decrease. Besides, the higher professional education is required for many professionals, who work in companies of a commercial sector, and who need additional speciality or qualification.

## **2.7. Provide the assessment of the options of the incoming and outgoing mobility of the students, the dynamics of the number of the used opportunities, and the recognition of the study courses acquired during the mobility.**

Foreign mobility is not present among the students of the education program "Law Science" at BIA, due to the duration of the program and the fact that the students are mostly people who require considerable time for paid employment.

## **III - DESCRIPTION OF THE STUDY PROGRAMME (3. Resources and Provision of the Study Programme)**

### **3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples. Whilst carrying out the assessment, it is possible to refer to the information provided for in the criteria set forth in Part II, Chapter 3, sub-paragraphs 3.1 to 3.3.**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Methodological and informative resources provided by the BIA are sufficient to ensure the qualitative study process in the study programme. Since 2015 the Moodle study e-environment has been used. All study programme lecturers have created the Moodle study courses in which the students can access the study materials, study course description and study course requirements. In several study courses the students take exams, submit homework and communicate with the lecturer in the Moodle environment. The lecturers provide feedback on the students' work.

Information system NEXUS of the BIA plays an important role in informing students and teachers who can receive information about the planned lectures and intended audiences as well as the job and practice opportunities.

NEXUS has a section in which the BIA students can get acquainted with the internal regulations, study programmes, practice programmes, news of the BIA. Complete information on the study programmes, study courses, their volume and content is available on the BIA websites as an important source of information for the students and potential students.

### *Library*

The BIA library is aimed to provide the students of the study programme with the qualitative study process and scientific work and to render the bibliographic and information services to the students, lecturers and other visitors. Students of the BIA and other interested parties have the opportunity to use the resources of the BIA library. Library consists of the subscription section and the reading room. Reading room is equipped with 11 computers with the Internet access, printing and copying facilities for students' convenience. It is also possible to work with laptops there. Literature for use is available in almost all study courses with an increasing proportion of the English literature. The library regularly receives periodicals published in Latvia and abroad. Library provides the access to the electronic databases is provided to the students and academic staff. It is also rendering the copying, printing and scanning services.

### *Infrastructure*

Study process in the study programme takes place in the premises of the BIA buildings in Riga at Lomonosova Street 4 and Lomonosova Street ¼. These buildings have classrooms equipped with modern technical aids - whiteboards, TV sets, VCRs, camcorders, multimedia projectors. Many classrooms are equipped with a stationary multimedia projector, screen, computer with internet connection and other technical means. Free Wi-Fi is available in all buildings. Cafes are located on the ground floors of the buildings for the needs of the students and staff of the BIA, there are also vending machines with various drinks.

### *Information technologies*

The BIA uses modern IT technologies for the provision of the study process: computers for study and professional development, NEXUS internal information system, Internet, standard and special software, audio / video and office equipment, equipment for audiences (stationary and portable multimedia projectors). Functionality of the internal information system is being continuously

improved.

Modernization of computers is carried out, thus providing a faster, more efficient and effective study process. Teachers and students are using the email system offered by the BIA to provide the better electronic communication.

In order to ensure the academic honesty and prevent plagiarism it is planned to start examining students' final theses with the unified computerized inter-university plagiarism control system. Further information on the compliance of the information base (including libraries), material-technical base and financial base with the implementation and achievement of study results in the study programme is provided in the Clauses 3.1- 3.3 of the Section 3, Part II.

### **3.2. Assessment of the study provision and scientific support, including the resources provided within the cooperation with other science institutes and institutions of higher education (applicable to the doctoral study programmes).**

## **III - DESCRIPTION OF THE STUDY PROGRAMME (4. Teaching Staff)**

### **4.1. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.**

The qualification and quantity of the academic staff employed in the first level study program „Law Science” corresponds to the requirements of the Law on Higher Education Institutions and the Long-term operating and development strategy of BIA and its Personnel policy. The academic staff involved in the implementation of the study program: has PhD or Master’s degree required for teaching a corresponding study course. The academic staff consists of specialists practising in the field of Law Science. The academic staff employed in the study program has experience in pedagogical work, as well as in the field of scientific research, which ensures synergy of studies and research work.

During the period from the academic year of 2013/2014 to the spring of academic year of 2020/2021 the academic staff has changed not only in terms of quantitative content, but it has also undergone improvement and qualitative changes.

Table 4.1.1.

Scientific degree of the academic staff involved in the first level study program „Science of Law”

PhD Number	Master Number	PhD Quant. %	Master Quant. %	TOTAL%
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BIA in principal work	19	4	58%	12%	70%
BIA in ancillary work	3	7	9%	21%	30%
<b>TOTAL:</b>	<b>22</b>	<b>11</b>	<b>67%</b>	<b>33%</b>	<b>100%</b>

As it follows from the table, at the moment 33 academic staff have been engaged for the implementation of the study program "Law Science". For 70 % of the lecturers BIA is the principal work place. From the total number of the lecturers 67 % of the academic staff consists of 22 academic personnel with PhD degree. 11 have Master's degree (4 are elected in BIA, 7 are not elected) academic staff have Master's degree (33 %), one of them has graduated from doctoral studies, and is a candidate of PhD in Law.

Based on academic positions (see Table 4.1.2) the study program is implemented by 4 professors (39 %), 4 associated professors (21%), 4 docents (21 %); 10 lecturers (53 %); 5 leading researchers (26 %).

Table 4.1.2.

Academic position of the academic staff involved in the first level study program „ Science of Law“

	Associated professor		Professors		Docents		Lecturers		Leading researcher		Total:
	Number	%	Number	%	Number	%	Number	%	Number	%	
BIA in principal work	4	21	3	16	4	21	3	16	5	26	100
BIA in ancillary work			1	13			7	37			100
<b>Total</b>	<b>4</b>	<b>21</b>	<b>4</b>	<b>39</b>	<b>4</b>	<b>21</b>	<b>10</b>	<b>53</b>	<b>5</b>	<b>26</b>	

During the period from September 2013 to May 2021 I. Plotka (professor), T. Jurkeviča (assoc. professor), M. Sumbarova (assoc. professor) have become associated professors and professors.

In general, the qualification of docents is considered as corresponding. In the implementation of the first level study program "Law Science" the scientific and pedagogical experience of the lecturers ensures achievement of the goals of the education programs and improvement and development of the knowledge, skills and competences of the students.

**4.2. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

The Baltic International Academy provides opportunities for the docents to improve their professionalism, supporting them in performance of their scientific research activity, mastering innovative methods and new learning technologies, which can be used in study process.

The systemic way of thinking of the academic staff affects the development of the way of thinking of the students, encourages mastering main concepts of the Law Science and also develops analytical and critical thinking in relation to various scientific approaches and problems. The ability of the academic personnel to ensure a creative atmosphere, encourage students' interest and curiosity in the study process, develops the skills and abilities of the students to find various solutions in non-standard situations. By using interactive study methods, the academic staff develops communication skills of the students and their team-work skills, which is one of the most important professional traits of the future law specialist.

Any representative of the academic staff, reading lectures in the framework of the first level study program „Law Science”, has the following responsibilities:

**Included the qualification competence of the academic staff:**

- to develop and publish methodological materials for study courses, which he/she is supervising, to supplement and update MOODLE platform,
- to prepare PowerPoint presentations, distribution materials (summaries, assignments), authentic illustrative material (video and audio), and other materials that optimize the educational process,
- to manage consulting for students - 4 hours per semester and pre-examination consulting, to lead open classes once a year within the framework of hospitation and to attend at least 2 classes of their colleagues and participate in their discussions,
- to improve one's professional qualification, submitting relevant certificate,
- within the framework of program implementation to organize one event per year or actively participate in it: seminar, conference, round table, discussions, etc.,
- to participate in the events organized within the framework of implementation of the study program or BIA educational activities.

**In international activity:**

- to actively participate in international conferences, seminars, discussions and projects;
- to read lectures in the collaborating higher education institutions, including within the framework of the international mobility program ERASMUS.

**In the scientific research activity:**

- to speak at scientific conferences and seminars, to publish scientific articles (at least 1 publication per year),
- to follow the latest publications of scientific literature, to adjust the lists of literature offered to students, to inform the library director about the need to supplement the library funds.

The qualification of academic personnel is considered as corresponding; in general, the implementation of the program involved faculty, which performs active research work, therefore, is able to ensure high quality in mastering of knowledge, related to latest scientific findings in the relevant field, as well as recognized professionals in the legal profession, who both directly and indirectly share their practical work experience, improving the skills and competences of their students. Therefore, the academic staff involved in the study program is able to form corresponding competences in students, by achieving the planned study results.

Table 4.2.1.



*Linking of the scientific research of the academic staff of the first level study program „Law Science” with the study courses to be presented and subjects of qualification thesis*

No	Name, surname	Scientific degree	Elected position	Study courses	Subjects of the qualification thesis
1.	Agešins Valērijs	Mg.hist.	Lecturer	History of Latvian law; History of foreign law; Human rights; Constitutional rights; European Union law	International and European Union law.
2.	Cvetkova Irina	Mg.iur.	Acting docent	State and legal theory; Legal ethics and communication culture; Protection of children's rights; Civil law. Property law; Municipal rights; Insolvency law; Consumer protection rights	Insolvency law and process, property law, property rights; obligations law.
3.	Gabrielyan Armen	Dr.iur.	Docents	Labour rights; European Union law; Public international law	Labour rights; European Union law; Public international law
4.	Jurkeviča Tatjana	Dr.iur.	Assoc. professor	Financial law; Civil proceedings; Commercial law; Obligations law	Civil procedure, obligations law
5.	Mežulis Dainis	Dr.iur.	Assoc. professor	Intellectual property rights; Criminal law	Criminal law
6.	Ņikuļceva Inese	Dr.iur.	Leading researcher	Human rights; Constitutional law	
7.	Ozerskis Arvīds	Dr.iur.	Leading researcher	Criminal law; Administrative law	Criminal law; Administrative law
8.	Pirogova Daiga	Mg.iur.	Lecturer	Administrative law; Administrative procedure	Administrative law

9.	Radionovs Jānis	Dr.iur.	Acting leading researcher	Commercial law; Obligations law; Property rights	Property law, obligations law, civil law.
10.	Sumbarova Marina	Dr.iur.	Assoc. professor	Criminal procedure; Criminal law; Law enforcement agencies	Criminal law, criminal procedure

The academic staff has knowledge and professional experience on the subject, which is taught in the relevant field of Law Science. The study program ensures proportionality of the academic staff of the professional and academic environment, therefore, creating a balanced team, which is represented both by practitioners in the field of law and academic staff, which helps in achieving the planned goals of the study program and ensure both academic and practical knowledge. Practising lawyers are involved in supervision of internships.

Within the framework of the program, changes in the structure of positions are controlled and systematic improvement of the academic staff takes place. In general, the involvement of the academic staff is rated as positive.

**4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of the doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals may be additionally specified (if applicable).**

**4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

**4.5. Provide examples of the involvement of the academic staff in the scientific research and/or artistic creation activities both at national and at international level (in the fields related to the content of the study programme), as well as the use of the obtained information in the study process.**

The research activity of the academic staff takes place in accordance with the directions of scientific research of the faculty and is one of the main directions of BIA activity. To ensure a successful research process, BIA has a Scientific Methodological Council, a Scientific Council of the Academy, and a Doctoral Council.

The research topics of the academic staff of the study program are closely related to the content of the study program and the academic courses of each lecturer. The teaching staff of the study program develops the directions of their scientific activity. As part of these directions, they conduct research, write scientific articles, participate in conferences, and supervise the scientific work of students and master students. The research work performed by the lecturers of the study program is used in the preparation of study course programs and in the training of students, and it has a direct impact on the study work.

The teaching staff of the study program regularly presents the results of their research to the scientific community by participating in conferences and scientific seminars organized by BIA, as well as conferences, symposia and congresses organized by other Latvian and foreign universities. The participation of the academic staff of the study program in international scientific conferences is reflected in the Appendix.

The list of the main scientific publications and prepared study literature of the academic staff involved in the implementation of the study program during the reporting period is reflected in the Appendix. The results of the research are reflected in published monographs, scientific articles and published conference materials, projects and other scientific activities.

The qualification of the teaching staff can be assessed as appropriate, because in general the implementation of the program involves both teaching staff who are actively engaged in research, thus able to provide high quality knowledge related to the latest scientific knowledge in the field and economically recognized professionals who are both directly and indirectly shares their practical work experience, improving students' skills. In general, the teaching staff involved in the program is able to develop appropriate competencies for students, achieving the set study results.

**4.6. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;
- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of the Council and the Senate of the Study Programme "Law Science";

- Control and analysis of the quality of the study process and teaching regularly carried out by the Council of the Study Direction "Law Science";
- Surveys and analysis of the graduates' job skills and employability;
- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme, their elimination and opportunities for the development of the programme;
- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Law Science" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

To ensure the interconnection of the study courses and the study programmes for the acquisition of relevant professional qualifications, BSA also actively cooperates with a number of employers and institutions. The main areas of cooperation include the following:

- participation in the development of study directions and study programmes;
- provision of internships;
- participation in research activities and other events;
- organising guest lectures and workshops;
- participation in national final examinations.

In accordance with the Regulations on Quality Assurance in Higher Education, BSA operates an internal quality assurance system. In its activities, BSA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BSA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the European higher education area.

# Annexes

III. Description of the Study Programme - 1. Indicators Describing the Study Programme		
Compliance of the joint study programme with the provisions of the Law on Institutions of Higher Education (table)		
Statistics on the students over the reporting period	TZjp_RI_DF_10.05.2021-ENG.doc	TZjp_RI_DF_10.05.2021.doc
III. Description of the Study Programme - 2. The Content of Studies and Implementation Thereof		
Compliance of the study programme with the State Education Standard	6.pielikums+1.limenis_atbilstiba_15.03.2021-ENG.docx	6.pielikums+1.limenis_atbilstiba_15.03.2021.docx
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard (if applicable)	7_Pielikums_JURISTA PALĪGS_ atbilstiba profesijas standartam_ENG.docx	7_Pielikums_JURISTA PALĪGS_ atbilstiba profesijas standartam.docx
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	3_Pielikums_Studiju kursa kartējums 1.limeņa prof.izgl. studiju programmā "Tiesību zinātne"-ENG (2).doc	3_Pielikums_Studiju kursa kartējums 1.limeņa prof.izgl. studiju programmā "Tiesību zinātne" 10.05.2021.doc
Curriculum of the study programme (for each type and form of the implementation of the study programme)	STUDY PLAN assit.Law_2021_EN.docx	Studiju_PLANS_JP_2021_LV.docx
Descriptions of the study courses/ modules	TZ JP KURSA APRAKSTI ar saturu_2021_ENG.doc	TZ JUR.PAL_KURSA APRAKSTI_ar saturu 2021_LV.doc
Description of the Study Direction - Other mandatory attachments		
Sample of the diploma to be issued for the acquisition of the study programme.	Diploms_JL_2021_EN.pdf	Diploms_JL_2021_LV.pdf
Description of the Study Programme - Other mandatory attachments		
Document confirming that the higher education institution/ college will provide the students with the options to continue the acquisition of education in another study programme or at another higher education institution/ college (a contract with another accredited higher education institution/ college), in case the implementation of the study programme is discontinued	Agreement_AK-EN.pdf	ligums_ar_AK.pdf
Document confirming that the higher education institution/ college guarantees to the students a compensation for losses if the study programme is not accredited or the licence of the study programme is revoked due to the actions of the higher education institution/ college (actions or failure to act) and the student does not wish to continue the studies in another study programme	1_level_LS_performance_Oblig_EN.pdf	1.lim_TZ_saistibu izpilde_LV.pdf
Confirmation of the higher education institution/ college that the teaching staff members to be involved in the implementation of the study programme have at least B2-level knowledge of a related foreign language according to European language levels (see the levels under www.europass.lv), if the study programme or any part thereof is to be implemented in a foreign language.		
If the study programmes in the study direction subject to the assessment are doctoral study programmes, a confirmation that at least five teaching staff members with doctoral degree are among the academic staff of a doctoral study programme, at least three of which are experts approved by the Latvian Science Council in the respective field or sub-field of science, in which the study programme has intended to award a scientific degree.		
If academic study programmes are implemented within the study direction, a document confirming that the academic staff of the academic study programme complies with the provisions set out in Section 55, Paragraph one, Clause three of the Law on Institutions of Higher Education		
Sample (or samples) of the study agreement	1_level_TZ_Agreement_ENG_new.docx	Studiju Ligums 1.lim JP 2021.docx
If academic study programmes for less than 250 full-time students are implemented within the study direction, the opinion of the Council for Higher Education shall be attached in compliance with Section 55, Paragraph two of the Law on Institutions of Higher Education.		

# Law Science (43380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Law Science</i>
Education classification code	<i>43380</i>
Type of the study programme	<i>Academic bachelor study programme</i>
Name of the study programme director	<i>Irina</i>
Surname of the study programme director	<i>Cvetkova</i>
E-mail of the study programme director	<i>irina.cvetkova@bsa.edu.lv</i>
Title of the study programme director	<i>Mg.iur.</i>
Phone of the study programme director	<i>29186779</i>
Goal of the study programme	<i>provide the students with an opportunity to acquire theoretical knowledge and research skills in Law Science, to prepare highly qualified and competitive Law Science specialists, who would be able to enter the Latvian and international labour market with good knowledge of the Latvian legal system, as well as extensive knowledge of European Union law.</i>
Tasks of the study programme	<p><i>-provide students with the necessary knowledge and skills in Law Science by implementing the study courses provided in the study programme in high quality;</i></p> <p><i>-promote students' understanding of Law Science as a science and to develop skills that help to understand, compare and evaluate different law theories and their various interdisciplinary;</i></p> <p><i>-provide students with a scientific basis for professional activity, developing scientific analysis skills and the ability to solve problems independently, as well as preparing students for further scientific research studies;</i></p> <p><i>-develop analytical and critical thinking, creative problem analysis and independent decision-making skills;</i></p> <p><i>-stimulate the competitiveness of students in the changing socio-economic conditions of the local and international labour market;</i></p> <p><i>-cooperate with employers, other higher education institutions in Latvia and abroad;</i></p> <p><i>-promote students' personal and professional development, motivating them for further education.</i></p> <p><i>-</i></p>

Results of the study programme	<p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>-Demonstrate basic and specialized knowledge, specific to the relevant field of Law Science, and a critical understanding of this knowledge;</li> <li>-Understand and use the acquired theoretical bases of Law Science and skills, perform research activities;</li> <li>-Formulate independently and describe analytically the information about the relevant legal problem and propose its solutions;</li> <li>-Use the acquired basic and specialized knowledge in law at the level of understanding and use;</li> <li>-Ability to independently structure one's own learning, promote further learning and professional development of oneself and subordinates.</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>-Carry out an analysis of the conformity of the factual circumstances with the composition of the legal norm, and make a legal conclusion;</li> <li>-Demonstrate a scientific approach to solving legal problems, take responsibility and initiative, working individually, working in a team or leading subordinates' work, make decisions and find creative solutions in changing or uncertain circumstances;</li> <li>-Independently obtain, select and analyze information in the relevant field of Law Science and use it in one's own work;</li> <li>-Able to argue legal conclusions and find the applicable legal norm;</li> <li>-Ability to show an understanding of the basic principles of law and the main institutes of law, as well as current theoretical issues of law and process and findings of case-law, their changes and impact on society, public administration and the judiciary;</li> <li>-Use the acquired theoretical bases and skills in Law Science, explain and argue about legal problems and solutions in the fields of Law Science with both specialists and non-specialists;</li> <li>-Able to draw up documents and verify the compliance of documents with record-keeping regulations, organize and implement document management;</li> <li>-Able to use computer programs necessary for work of legal nature, especially databases of legal materials and legal information resources;</li> <li>-Able to use analytical and critical thinking, as well as scientific approaches and effective strategies for problem-solving;</li> <li>-Able to make decisions and find creative solutions in changing or uncertain conditions;</li> <li>-Able to take responsibility and show initiative when working individually, in a team or leading other people;</li> <li>-Able to use professional terminology in the state language and two foreign languages.</li> </ul> <p><b>Competences:</b></p> <ul style="list-style-type: none"> <li>-Ability to navigate in Latvian and international legal acts and problems of application of legal norms;</li> <li>-Ability to demonstrate critical awareness of knowledge and awareness of the most important concepts and interrelations in the field of Law Science;</li> <li>-Ability to provide a creative and legally justified approach to solving legal problems at the Latvian and international level;</li> <li>-Ability to verify the compliance of legal documents' acceptance procedures and design with the requirements of legal norms;</li> <li>-Ability to communicate orally and in writing and defend one's own ideas and research in discussions with colleagues, lecturers and the public in general.</li> </ul>
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Final examination upon the completion of the study programme	<i>Bachelor's Thesis</i>
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## Study programme forms

### Full time studies - 3 years - latvian

Study type and form	<i>Full time studies</i>
Duration in full years	3
Duration in month	0
Language	<i>latvian</i>
Amount (CP)	120
Admission requirements (in English)	<i>Admission of applicants with secondary education to the Baltic International Academy in full-time and part-time second-level higher education academic bachelor's study programme "Law Science" is carried out in accordance with the Admission Regulations and Enrolment Procedures (hereinafter - the Regulations) (Approved on October 23, 2019 at the BIA Senate meeting, minutes No. 140)</i> <a href="https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf">https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf</a>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Bachelor's degree in social sciences in law science</i>
Qualification to be obtained (in english)	---

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401
Liepāja branch of the Baltic International Academy	LIEPĀJA	LIEDAGA IELA 3, LIEPĀJA, LV-3416

### Part time studies - 3 years, 6 months - latvian

Study type and form	<i>Part time studies</i>
Duration in full years	3
Duration in month	6
Language	<i>latvian</i>
Amount (CP)	120



Admission requirements (in English)	<i>Admission of applicants with secondary education to the Baltic International Academy in full-time and part-time second-level higher education academic bachelor's study programme "Law Science" is carried out in accordance with the Admission Regulations and Enrolment Procedures (hereinafter – the Regulations) (Approved on October 23, 2019 at the BIA Senate meeting, minutes No. 140)</i> <a href="https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf">https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf</a>
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	<i>Bachelor`s degree in social sciences in law science</i>
Qualification to be obtained (in english)	---

### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401
Liepāja branch of the Baltic International Academy	LIEPĀJA	LIEDAGA IELA 3, LIEPĀJA, LV-3416

### III - DESCRIPTION OF THE STUDY PROGRAMME (1. Indicators Describing the Study Programme)

**1.1. Description and analysis of changes in study programme parameters that have taken place since the issue of the previous accreditation certificate of study direction or the license of study programme if study programme is not included in the accreditation page of the study direction**

#### Characteristic indicators of the academic bachelor's study programme "Law Science"

Name of the study programme	Academic bachelor’s study programme “Law Science”	
Code of the study programme in accordance with the Latvian Education Classification	43380	
Type and level of the study programme	Second level academic higher education study programme	
Level of qualification to be acquired (NQF/EQF)	NQF/EQF - 6 <sup>th</sup> level	
Code of the occupation in the classification of occupations		
Amount of the study programme (CP, preferably also ECTS)	120 CP (180 ECTS)	
Form, type, and duration of the study programme (in case the duration cannot be measured in full years, specify the number of months), as well as the language in which the study programme is implemented		
full-time, intramural form	3 years	Latvian
part-time, intramural form	3 years and 6 months	Latvian

Place of implementation of the study programme	<i>Riga, Liepaja, Daugavpils</i>
Director of the study programme	<i>Irina Cvetkova, Mg.iur.</i>
Admission requirements	<i>general secondary, vocational secondary or higher education</i>
Degree, professional qualification to be awarded	<i>Academic bachelor's degree in social sciences in Law Science</i>
Possibilities for further studies	<i>the right to pursue studies in professional or academic master's study programmes, if the admission requirements of the relevant master's study programme have been met, which include appropriate prior knowledge for successful acquisition of this study programme (Regulations No. 512 "On the State Standard of Second Level Professional Higher Education").</i>
Study programme at another higher education institution which will provide the students with the possibility to continue the acquisition of education in case the implementation of the study programme is discontinued	<ol style="list-style-type: none"> <li>1. <i>Riga Stradiņš University</i></li> <li>2. <i>Turība University</i></li> <li>3. <i>EKA University of Applied Sciences</i></li> <li>4. <i>Rezekne Academy of Technologies</i></li> </ol>

The Baltic International Academy has a solid experience in implementing the professional bachelor's programme in the study direction "Law Science". The study direction "Law Science" regularly received accreditation for six years. The BIA currently provides four levels of education in the study direction "Law Science":

doctoral study programme	
professional master's study programmes	academic master's study programme
academic bachelor's study programme	
first level higher education programme	

Significant changes in the regulatory framework binding to the field have taken place in the study direction "Law Science". In 2019, the Ministry of Education and Science with its letter No. 01-13e/3115 "On the Occupational Standard of a Legal Adviser" has informed the Baltic International Academy that on January 15, 2019, the Cabinet of Ministers adopted Regulation No.

46 “Procedures for the National Uniform Professional Legal Qualification Examination”, which envisages examination for students of the professional master’s study programme in Law Science in order to receive a lawyer’s qualification.

Therefore, the Cabinet of Ministers Regulation No. 626 “Regulations on the List of Mandatory Applicable Occupational Standards and Professional Qualification Requirements and the Procedure for Publication of the Occupational Standards and Professional Qualifications Requirements Included Therein” of 09.10.2018 will not include the occupational standard of a legal adviser and it will not be possible to award a professional qualification of a legal adviser and to include a study programme in the accredited study direction, after the acquisition of which a professional qualification of a legal adviser is awarded. The Ministry of Justice requested to ensure that the last diplomas with the award of a professional qualification of a legal adviser are awarded by the end of the relevant study direction.

Thus, it is not possible to maintain the professional bachelor’s study programme “Law Science” and there is a need to create a new academic bachelor’s study programme “Law Science”, awarding students a bachelor’s degree in social sciences in Law Science.

The Council of the BIA study direction “Law Science” developed a project on the need to make changes in the study programmes of the study direction “Law Science”, moving to a new educational model (academic bachelor’s study programme “Law Science” (3 years), professional and academic master’s study programme “Law Science” (1.5 and 2 years)) (instead of the previous 4 + 2 model). The head of the study direction “Law Science”, leading lecturers, students, graduates and employers participated in the development of the academic bachelor’s study programme “Law Science”, professional and academic master’s study programme “Law Science”. The project was submitted and approved by the BIA Senate (on 23.10.2019, minutes No. 140), which was handed for licensing and evaluation (accreditation). See the most significant changes in Table 1.2.1.

The council of the BIA study direction “Law Science” has developed a study programme project with 120 credit points. The established academic bachelor’s study programme will allow:

- to maintain full-cycle study opportunities at the Baltic International Academy, namely, the students have the opportunity to begin studies in an academic bachelor’s study programme, to continue them in a master’s study programme, and to complete an academic education cycle in a doctoral study programme;
- to provide successive studies in Law Science, namely, the academic bachelor’s study programme gives an opportunity for the 1st level graduates to continue their professional development in the academic bachelor’s studies, the graduates of the academic bachelor’s studies have the opportunity to continue their studies in the academic or professional master’s study programme;
- to give an opportunity for the students of the professional bachelor’s study programme “Law Science”, code: 42380, who, according to the decision of the Ministry of Education and Science, cannot complete the commenced education, to continue their studies in the academic bachelor’s study programme “Law Science”.

The aim and objectives of the study programme are formulated in accordance with the requirements of the strategy “Europe 2020”, “The National Concept for the Development of Higher Education and Institutions of Higher Education of Latvia for 2013-2020”, “Latvia’s National Development Plan for 2021-2027 (NDP2027)”, “Latvia’s Sustainable Development Strategy until 2030”, including basing on strengthening knowledge, innovation, making full use of information and communication technologies[1], ensuring the linkage of the study programmes with the requirements of the individual, the labour market and the future labour market, improving quality through mobility and cross-border cooperation, developing lifelong learning opportunities[2].

Academic bachelor's study programme "Law Science" is fully integrated into the perspective structure of the study direction "Law Science", ensuring the succession of study programmes and opportunities for growth in the academic or professional master's study programme.

Overall, the aforementioned determines the necessity to make significant changes in the academic bachelor's study programme "Law Science" (see Table 1.1.1).

[1] Eiropa 2020 Stratēģija gudrai, ilgtspējīgai un integrējošai izaugsmei, sk.:

[https://ec.europa.eu/eu2020/pdf/1\\_LV\\_ACT\\_part1\\_v1.pdf](https://ec.europa.eu/eu2020/pdf/1_LV_ACT_part1_v1.pdf)

[2] Latvijas augstākās izglītības un augstskolu attīstības nacionālā koncepcija 2013. - 2020. gadam, sk.:[http://www.aip.lv/files/AIP\\_vestules\\_nr11231\\_pielik\\_LAIAANK\\_Koncepcija.doc&embedded=true&chome=true](http://www.aip.lv/files/AIP_vestules_nr11231_pielik_LAIAANK_Koncepcija.doc&embedded=true&chome=true)

Table 1.1.1.

**Changes, clarifications and updates of the indicators of the academic bachelor's study programme "Law Science"**

	<b>Changes, clarifications and updates of the study programme indicators</b>	<b>Indicators of the study programme of the previous accreditation period</b>
<b><i>Aim of the study programme (PM)</i></b>	provide the students with an opportunity to acquire theoretical knowledge and research skills in Law Science, to prepare highly qualified and competitive Law Science specialists, who would be able to enter the Latvian and international labour market with good knowledge of the Latvian legal system, as well as extensive knowledge of European Union law.	<ul style="list-style-type: none"> <li>- prepare highly qualified and competitive Law Science specialists, who could use the acquired knowledge and skills in state and local government institutions, non-governmental bodies, as well as commercial undertakings, providing them with legal services, who would be able to enter the international labour market with good knowledge of the Latvian legal system, as well as extensive knowledge of European Union law;</li> <li>- provide students with an opportunity to acquire theoretical knowledge and practical skills in Law Science, thus providing opportunities to obtain high-quality and competitive professional education;</li> <li>- provide students with knowledge and competencies of such a quality and at such level that after the acquisition of the programme they can continue the studies in the master's programme in order to obtain the qualification of a lawyer or work independently.</li> </ul>

<b>Objectives of the study programme (PU)</b>	provide students with the necessary knowledge and skills in Law Science by implementing the study courses provided in the study programme in high quality <b>(PU1)</b>	provide students with the necessary knowledge and skills in Law Science by implementing the study courses provided in the study programme
	promote students' understanding of law as a science and to develop skills that help to understand, compare and evaluate different law theories and their various interdisciplinary aspects <b>(PU2)</b>	ensure the acquisition of consecutive study courses in high quality
	provide students with a scientific basis for professional activity, developing scientific analysis skills and the ability to solve problems independently, as well as preparing students for further scientific research studies <b>(PU3)</b>	engage the most qualified lecturers for teaching study courses, including foreign lecturers
	develop analytical and critical thinking, creative problem analysis and independent decision-making skills <b>(PU4)</b>	stimulate the competitiveness of students in the changing socio-economic conditions of the local and international labour market
	stimulate the competitiveness of students in the changing socio-economic conditions of the local and international labour market <b>(PU5)</b>	implement internal quality control in order to ensure the quality of the study programme
	cooperate with employers, other higher education institutions in Latvia and abroad <b>(PU6)</b>	cooperate with employers, other higher education institutions in Latvia and abroad
	promote students' personal and professional development, motivating them for further education <b>(PU7)</b>	attract even larger number of foreign students and help students to acquire practical skills for work
<b>Knowledge</b>	Demonstrate basic and specialized knowledge, specific to the relevant field of Law Science, and a critical understanding of this knowledge (ZR1)	

	Understand and use the acquired theoretical bases of Law Science and skills, perform research activities (ZR2)	
	Formulate independently and describe analytically the information about the relevant legal problem and propose its solutions (ZR3)	
	Use the acquired basic and specialized knowledge in law at the level of understanding and use (ZR4)	
	Ability to independently structure one's own learning, promote further learning and professional development of oneself and subordinates (ZR5)	
<b>Skills</b>	Carry out an analysis of the conformity of the factual circumstances with the composition of the legal norm, and make a legal conclusion (PR1)	prepare highly qualified and competitive legal specialists, who could use the acquired knowledge and skills, as well as use the specialized knowledge
	Demonstrate a scientific approach to solving legal problems, take responsibility and initiative, working individually, working in a team or leading subordinates' work, make decisions and find creative solutions in changing or uncertain circumstances (PR2)	be able to apply knowledge using the acquired theoretical bases and skills
	Independently obtain, select and analyse information in the relevant field of Law Science and use it in one's own work (PR3)	ability to make decisions and solve problems in the field of professional activity
	Able to argue legal conclusions and find the applicable legal norm (PR4)	understanding of professional ethics and the ability to implement it

	Ability to show an understanding of the basic principles of law and the main institutes of law, as well as current theoretical issues of law and process and findings of case-law, their changes and impact on society, public administration and the judiciary (PR5)	ability to take responsibility and initiative, working individually, in a team or leading other people's work
	Use the acquired theoretical bases and skills in Law Science, explain and argue about legal problems and solutions in the fields of Law Science with both specialists and non-specialists (PR6)	ability to make decisions and find creative solutions in changing and/or uncertain circumstances
	Able to draw up documents and verify the compliance of documents with record-keeping regulations, organize and implement document management (PR7)	
	Able to use computer programs necessary for work of legal nature, especially databases of legal materials and legal information resources (PR8)	
	Able to use analytical and critical thinking, as well as scientific approaches and effective strategies for problem-solving (PR9)	
	Able to make decisions and find creative solutions in changing or uncertain conditions (PR10)	
	Able to take responsibility and show initiative when working individually, in a team or leading other people (PR11)	
	Able to use professional terminology in the state language and two foreign languages (PR12)	
<b>Competences</b>	Ability to navigate in Latvian and international legal acts and problems of application of legal norms (CP1)	



	Ability to demonstrate critical awareness of knowledge and awareness of the most important concepts and interrelations in the field of Law Science (CP2)	
	Ability to provide a creative and legally justified approach to solving legal problems at the Latvian and international level (CP3)	
	Ability to verify the compliance of legal documents' acceptance procedures and design with the requirements of legal norms (CP4)	
	Ability to communicate orally and in writing and defend one's own ideas and research in discussions with colleagues, lecturers and the public in general (CP5)	
<b>Language of implementation</b>	Latvian	Latvian, Russian, bilingually

Table 1.2.1.

**Changes in the content of the academic bachelor's study program "Law Science" in comparison with the previous Professional Bachelor's study program "Law Science"**

	<b>Compliance of the study programme content with the state academic education standard</b> (Cabinet of Ministers Regulation No. 240 "Regulations Regarding the State Academic Education Standard" of 13 May 2014)	<b>Compliance of the study programme content with the state professional education standard</b> (Cabinet of Ministers Regulation No. 512 "Regulations Regarding the State Standard for Second-Level Professional Higher Education", of 26 August 2014)
<i>Name of the study programme</i>	Academic bachelor's study programme "Law Science"	Professional bachelor's study programme "Law Science"
<i>Code of the study programme in accordance with the Latvian Education Classification</i>	43380	43380
<i>Duration of the study programme</i>	3 years, 120 CP, 3.5 years, 120 CP	4 years, 160 CP, 4.5 years, 160 CP
<i>Type and form of the study programme</i>	Full-time, intramural form – 3 years; Part-time, intramural form – 3 years and 5 months	Full-time, intramural form – 4 years; Part-time, intramural form – 4 years and 6 months
<i>Language in which the study programme is implemented</i>	Latvian	Latvian, Russian

<i>Degree or degree and qualification to be awarded</i>	Bachelor's degree in social sciences in Law Science	Professional bachelor's degree in Law Science, qualification – legal adviser
<b>Structure of the programme</b>	Part A – compulsory comprehensive courses (21 CP) Part A1 – basic theoretical courses of the field (63 CP)	Part A – comprehensive courses (20 CP) Part A1 – basic theoretical courses of the field (36 CP)
	Part B – basic comprehensive courses of elective studies (10 CP) Part B1 – basic field courses of elective studies (12 CP)	Part B – professional specialization courses of the field (60 CP)
	Part C – optional study courses (4 CP)	Part C – optional courses (6 CP)
	<i>Not included</i>	Traineeship (26 CP) (P)
	Bachelor's thesis (10 CP)	State examination: defence of the diploma paper (12 CP)
<b>Description of compulsory comprehensive courses</b>	Legal Ethics and Communication Culture (1 CP) (A)	Professional Ethics (1 CP) (A1)
	Legal Logic and Rhetoric (2 CP) (A)	Logic (1 CP) (A) Rhetoric (1 CP) (A)
	Constitutional Rights (4 CP) (A)	Constitutional Rights (4 CP) (A1)
	History of Latvian Law (3 CP) (A)	History of Latvian Law (3 CP) (A1)
	History of International Law (3 CP) (A)	History of International Law (3 CP) (A1)
	Philosophy of Law (2 CP) (A)	Philosophy of Law (2 CP) (A1)
	State and Legal Theory (4 CP) (A)	State and Legal Theory (4 CP) (A1)
	Environmental and Civil Protection (1 CP) (A)	Environmental and Civil Protection (1 CP) (A)
	Theory and Methodology of Scientific and Teaching Work (1 CP) (A)	Theory and Methodology of Scientific and Teaching Work (1 CP) (A)
	<i>Not included</i>	International Law of the Sea (3 CP) (A1)

<b>Undergraduate study courses in Law Science</b>	Administrative Procedure Law (3 CP) (A1)	Administrative Procedure Law (4 CP) (A1)
	Administrative Law (3 CP) (A1)	Administrative Law (3 CP) (A1)
	Insurance Law (1 CP) (A1)	Insurance Law (1 CP) (B)
	Children's Rights Protection (1 CP) (A1)	-
	Human Rights (3 CP) (A1)	Human Rights (3 CP) (A1)
	Civil Procedure Law I (3 CP) (A1)	Civil Procedure Law I (3 CP) (A1)
	Civil Procedure Law II (3 CP) (A1)	Civil Procedure Law II (3 CP) (A1)
	Civil Law. Property Law (3 CP) (A1)	Civil Law: Property Law (3 CP) (A1)
	Civil Law. Family and Inheritance Law (3 CP) (A1)	Civil Law: Family and Inheritance Law (3 CP) (A1)
	Civil Law. Law of obligations (3 CP) (A1)	Civil Law: Law of obligations (3 CP) (A1)
	Civil Law. General Part (3 CP) (A1)	Civil Law: General Part (3 CP) (A1)
	Labour Law (3 CP) (A1)	Labour Law (3 CP) (A1)
	European Union Law (3 CP) (A1)	European Union Law (4 CP) (A1)
	Financial and Tax Law (2 CP) (A1)	Financial and Tax Law (1 CP) (B)
	Legal Records Management (2 CP) (A1)	Legal Records Management (3 CP) (A1)
	Commercial Law (3 CP) (A1)	Commercial Law (3 CP) (A1)
	Fundamentals of Forensics (2 CP) (A1)	Forensics (3 CP) (A1)
	Criminal Procedure Law I (2 CP) (A1)	Criminal Procedure Law I (2 CP) (A1)
	Criminal Procedure Law II (2 CP) (A1)	Criminal Procedure Law II (2 CP) (A1)
	Criminal Law. Special Part (3 CP) (A1)	Criminal Law. Special Part (3 CP) (A1)
	Criminal Law: General Part (2 CP) (A1)	Criminal Law: General Part (2 CP) (A1)
	Private International Law (3 CP) (A1)	Private International Law (3 CP) (A1)
	Public International Law (3 CP) (A1)	Public International Law (3 CP) (A1)
	Law Enforcement Authorities (2 CP) (A1)	Law Enforcement Authorities (2 CP) (A1)
	Environmental Law (2 CP) (A1)	Environmental Law (2 CP) (A1)
	<i>Not included</i>	International Law of the Sea (2 CP) (A1)
	Drafting of Regulatory Enactments (1 CP) (A1)	-
	Insolvency Law (2 CP) (A1)	-

<b>Basic elective comprehensive courses in Law Science</b>	Professional terminology I, II (English) (2 CP) (B)	Professional Foreign Language I, II (English) (2 CP) (B)
	Professional terminology I, II (Russian) (2 CP) (B)	Professional Foreign Language I, II (Russian) (2 CP) (B)
	<i>Not included</i>	Professional Latvian Language I, II (2 CP) (B)
	Labour Protection Law (1 CP) (B)	-
	General and Legal Psychology (2 CP) (B)	Psychology (2 CP) (A)
	Legal Informatics (2 CP) (B)	Legal Informatics (2 CP) (A)
	Basics of Economics and Project Management (1 CP) (B)	Basics of Economics and Project Management (1 CP) (A)
	Political Science (2 CP) (B)	Political Science (2 CP) (A)
	Sociology of Law (2 CP) (B)	Sociology (2 CP)
	Not included	Project Management (1 CP) (A)
<b>General elective field courses in Law Science</b>	Latin for Lawyers (1 CP) (B)	Latin Language (2 CP) (A)
	Basics of Roman Civil Law (1 CP) (B)	Roman Law (1 CP) (A)
	Legal Conflictology (1 CP) (B)	Legal Conflictology (1 CP) (B)
	Forensic medicine (1 CP) (B)	Forensic medicine (1 CP) (B)
	Criminology (2 CP) (B)	Criminology (1 CP) (C)
	Law on Local Governments (1 CP) (B)	Law on Local Governments (1 CP) (C)
	Interrogation Tactics (1 CP) (B)	Interrogation Tactics (1 CP) (B)
	Forensic Psychiatry (2 CP) (B)	Forensic Psychiatry (2 CP) (B)
	Penalty Enforcement Law (2 CP) (B)	Penalty Enforcement Law (2 CP) (B)
	<i>Not included</i>	Ship Pledge and Mortgage (1 CP)
	<i>Not included</i>	Legal Framework for Maritime Transport (1 CP)
	<i>Not included</i>	Marine Insurance (1 CP)
	<i>Not included</i>	Maritime Safety (1 CP)
	Intellectual Property Law (1 CP) (B)	Intellectual Property Law (1 CP) (C)
	Combating Corruption and Preventing Conflicts of Interest (1 CP) (B)	-
	Consumer Protection Law (2 CP) (B)	-
	Social Law (2 CP) (B)	-

<b>Optional study courses in Law Science</b>	Of Part B basic field courses	Of Part B professional specialization courses
	Study paper I (1 CP) (B) Study paper II (1 CP) (B)	Library research paper (1 CP) Course paper I (1 CP) Course paper II (1 CP) Course paper III (1 CP)
<b>Traineeship</b>	Not included	Traineeship (introductory) (2CP) (P) Educational traineeship (2 CP) (P) Professional traineeship (12 CP) (P) Pre-diploma traineeship (10 CP) (P)
<b>Development and defence of a bachelor's thesis</b>	Bachelor's thesis (10 CP)	Diploma paper defence (12 CP)

Table 1.2.1. shows that the study courses in the academic bachelor's study programme "Law Science" are improved in terms of content and focused on student-cantered education, as well as the learning outcomes and the procedure for their evaluation are defined clearly. The study courses have been improved in terms of content and focused on student-cantered education, actively involving the students in the study process, using various teaching methods (seminars, practical tasks), as well as supplementing the study programme with new and topical branches of Law Science. The academic bachelor's study programme "Law Science" will be implemented in Latvian language. The study programme will be implemented in Riga, Liepaja and Daugavpils.

Table 1.2.1. shows that the comprehensive and field courses of undergraduate studies in Law Science were supplemented. Unlike the existing programme, new and topical optional courses are distinguished separately: *Labour Protection Law, Combating Corruption and Prevention of Conflicts of Interest, Insolvency Law, Drafting of Regulatory Enactments, Consumer Protection Law and Social Law*. Therefore, the compliance of the study programme not only with the requirements of regulatory enactments, but also with the modern tendencies in higher education and labour market is ensured.

Implementation of the study courses of the programme is organized in the form of lectures, seminars and practical classes. In the lectures, the students are provided with theoretical knowledge, using the latest pedagogical methods, including the necessary technical tools and resources. In the seminars, the students are taught to use the acquired theoretical knowledge to solve relevant legal problems in practice. This is implemented by organizing students' individual work, group work and home assignments, as well as discussions, debates, business games and case-solving.

A detailed description of the study course has been developed for each study course, which was approved at the meeting of the Council of the study direction "Law Science". The descriptions of the study course provided a description of the course content, a specific course plan, course acquisition requirements, learning outcomes, as well as the required and additional literature to be used.

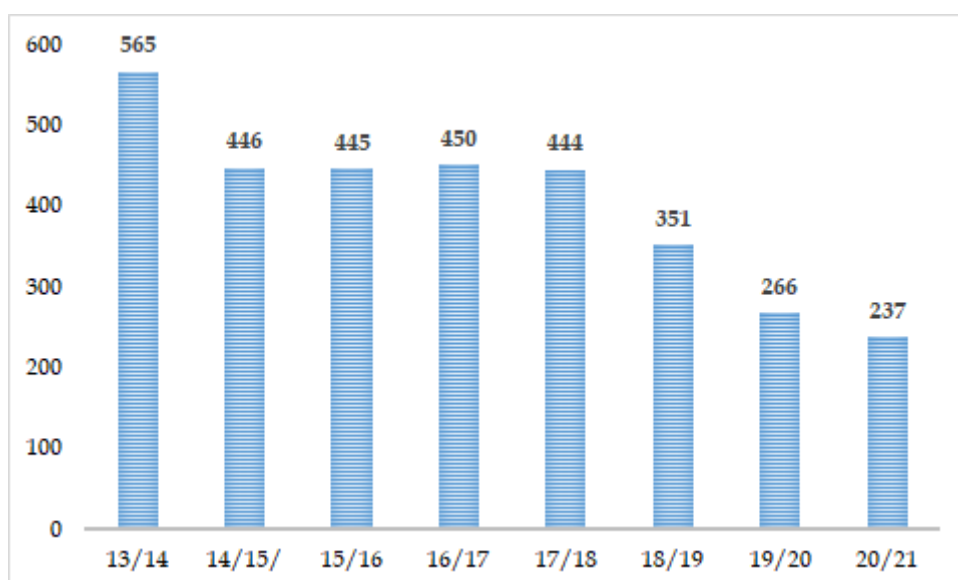
**1.2. Analysis and assessment of the statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down in the different study forms, types, and languages.**

In the reporting period, from 2013/2014 until 2020/2021, students were enrolled and study in the first level professional study programme “Law Science” studies both full-time and part-time intramural form, extramural form in Latvian and Russian languages.

Table 1.2.1.

**Number of students enrolled in the higher education professional bachelor’s study programme “Law Science”**

Studējošo skaits	13/14	14/15/	15/16	16/17	17/18	18/19	19/20	20/21	Kopā
Rīga	271	197	197	175	175	116	80	57	1268
Daugavpils	52	47	42	60	61	50	46	50	408
Jelgava	66	49	47	57	42	31	32	24	348
Jēkabpils	45	33	35	34	39	40	27	28	281
Liepāja	48	52	56	52	50	45	27	28	358
Rēzekne	32	28	32	28	26	24	21	19	210
Smiltene	38	29	26	29	30	31	19	19	221
Ventspils	13	11	10	15	21	14	14	12	110
KOPĀ:	565	446	445	450	444	351	266	237	3204



The largest number of students enrolled from 2013/2014 until autumn of the academic year 2020/2021 was in Riga branch - 1268 students, the smallest was in Ventspils - 98 students. Daugavpils branch from 2013/2014 until the autumn of the academic year 2019/2020 enrolled 408 students.

In the reporting period, from 2013/2014 until the beginning of the academic year 2020/2021, the

number of students in the professional bachelor's study programme "Law Science" decreased, which can be explained by the observed demographic situation over the recent years, the reduction of the total number of higher education institution students in the country in general and the establishment of similar study programmes in other higher education institutions.

During the reporting period, students were enrolled in the 1st-year studies both of full-time intramural and part-time study forms, and the number of enrolled 1st-year students by flows and cities can be seen in Annex No.5. The largest number of flows was observed in Riga, maintaining the average stable number of flows in branches in Jelgava, Jekabpils, Liepaja, Daugavpils, Rezekne, Smiltene and Ventspils. Analysing the trends of student drop-outs, it can be seen from Appendix No.5 that the annual drop-out of students is uneven and insignificant.

Every student, who has decided to drop out, is asked to complete a questionnaire on the reasons for dropping out, which helps the Academy find out the reasons for dropping out. Personal reasons are stated most often (on a voluntary basis, financial debts, academic debts, etc.).

There are no budget places in the study programme, and the students of full-time and part-time intramural study only for a fee. Until the academic year 2019/2020, the study programme was implemented in Latvian and Russian languages.

### **1.3. Analysis and assessment of the interrelation between the name of the study programme, the degree or professional qualification to be acquired or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements.**

The academic bachelor's study programme "Law Science" has been developed on the basis of the following normative documents:

1. Law of Higher Education Institution (02.11.1995.) **Law on Higher Education Institution**;
2. The Cabinet of Ministers Regulation No. 240 "**Regulations on the National Academic Education Standard**" (13.05.2014);
3. The Cabinet of Ministers Regulation No. 322 "**Regulations on the Classification of the Latvian Education**" (13.06.2017);
4. **European Qualifications Framework**;
5. The Cabinet of Ministers Regulation No. 795 "**Regulations Regarding Licensing of Study Programmes**" (11.12.2018);
6. **Guidelines for the Preparation of the Description of a Study Programme**(31.01.2019);
7. The Cabinet of Ministers Regulation No. 793 "**Regulations Regarding Opening and Accreditation of Study Fields**" (11.12.2018);
8. **Guidelines for the Preparation of the Self-Assessment Report of a Study Direction**(04.03.2019)
9. **Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)**(15.05.2019).

The title of the study programme, the degree to be awarded, the aims and objectives, as well as the admission requirements are interrelated and eligible, as it is a professional study programme that is realized within 3 years in full-time studies and 3.5 years in part-time studies, obtaining an academic bachelor's degree in Law Science, with the possibility to continue studies in the professional or

academic master's study programme "Law Science".

Having regard to the global challenges of the financial markets and economy and the dynamically changing knowledge and labour market requirements, the learning outcomes are defined to ensure the requirements of the Latvian Qualifications Framework (LQF) and learning outcomes and are developed taking into account the recommendations of cooperation partners.

Admission of applicants to the Baltic International Academy in full-time and part-time second-level higher education academic bachelor's study programme "Law Science" is carried out in accordance with the Admission Regulations and Enrolment Procedures (hereinafter – the Regulations)

(Approved on October 23, 2019 at the BIA Senate meeting, minutes No. 140)

[https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2020\\_21.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf)

The requirements specified in the Regulations (Part 1; Part 2, Clauses 8, 9, 10, 11, 13 - 20; Chapter VI) are the basis for ensuring the achievement of the aim, objectives and learning outcomes of the study programme, which indicate to the fact that all the abovementioned factors are interrelated.

See tables 1.3.1., 1.3.2., 1.3.3.

### **III - DESCRIPTION OF THE STUDY PROGRAMME (2. The Content of Studies and Implementation Thereof)**

**2.1. Assessment of the relevance of the content of the study course/ module and the compliance with the needs of the relevant industry and labour market and with the trends in science. Provide information on how and whether the content of the study course/ module is updated in line with the development trends of the relevant industry, labour market, and science. In case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation.**

The Cabinet of Ministers Regulation No. 626 "Regulations on the List of Mandatory Applicable Occupational Standards and Professional Qualification Requirements and the Procedure for Publication of the Occupational Standards and Professional Qualifications Requirements Included Therein" of 09.10.2018 will not include the occupational standard of a legal adviser and it will not be possible to award a professional qualification of a legal adviser and to include a study programme in the accredited study direction, after the acquisition of which a professional qualification of a legal adviser is awarded.

The new regulation does not envisage further implementation of the professional bachelor's study programme "Law Science" in higher education institutions and it is necessary to create a new academic bachelor's study programme "Law Science", awarding students a bachelor's degree in social sciences in Law Science. The BIA, has established an academic bachelor's study programme "Law Science" to:

- Maintain full-cycle study opportunities at the Baltic International Academy, namely, the students have the opportunity to begin studies in an academic bachelor's study programme, to continue them in a master's study programme, and to complete an academic education cycle in a doctoral study programme.



- Provide successive studies in Law Science, namely, the academic bachelor's study programme gives an opportunity for the 1<sup>st</sup> level graduates to continue their professional development in the academic bachelor's studies, the graduates of the academic bachelor's studies have the opportunity to continue their studies in the academic or professional master's study programme.
- Give the opportunity for the students of the professional bachelor's study programme "Law Science", code: 42380, who cannot complete the commenced education, to continue their studies in the academic bachelor's study programme "Law Science".

The content of the programme consists of study courses that provide in-depth acquisition of the latest achievements in the theory of law, including research work, creative work, drafting work and management courses, and specialized courses in the relevant field of Law Science.

In the course of studies, a bachelor's thesis is developed, which is defended at the meeting of the State Examination Commission. Successful studies and the development and defence of a bachelor's thesis are a precondition for the award of an academic bachelor's degree.

Table 2.1.1.

### Changes envisaged in the bachelor's study programme "Law Science"

	<b>Compliance of the study programme content with the state academic education standard</b> (CM Regulation No. 240 "Regulations Regarding the State Academic Education Standard" of 13 May 2014)	<b>Compliance of the study programme content with the state professional education standard</b> (CM Regulation No. 512 "Regulations Regarding the State Standard for Second-Level Professional Higher Education" of 26 August 2014)
<i>Name of the study programme</i>	Academic bachelor's study programme "Law Science"	Professional bachelor's study programme "Law Science"
<i>Code of the study programme in accordance with the Latvian Education Classification</i>	42380	42380
<i>Duration of the study programme</i>	3 years, 120 CP, 3.5 years, 120 CP	4 years, 160 CP, 4.5 years, 160 CP
<i>Type and form of the study programme studies</i>	Full-time, intramural form – 3 years; Part-time, intramural form – 3 years and 5 months	Full-time, intramural form – 4 years; Part-time, intramural form – 4 years and 6 months
<i>Language in which the study programme is implemented</i>	Latvian	Latvian, Russian, bilingually
<i>Degree or degree and qualification to be awarded</i>	Bachelor's degree in social sciences in Law Science	Professional bachelor's degree in Law Science, qualification – legal adviser

<b>Structure of the programme</b>	Part A – Compulsory comprehensive courses (21 CP) Part A1 – Basic theoretical courses of the field (63 CP)	Part A – Comprehensive courses (20 CP) Part A1 – Basic theoretical courses of the field (36 CP)
	Part B – Basic comprehensive courses of elective studies (10 CP) Part B1 – Basic field courses of elective studies (12 CP)	Part B – Professional specialization courses of the field (60 CP)
	Part C – Optional study courses (4 CP)	Part C – Optional courses (6 CP)
	<i>Not included</i>	Traineeship (26 CP) (P)
	Bachelor's thesis (10 CP)	State examination: defence of the diploma paper (12 CP)
<b>Description of compulsory comprehensive courses</b>	Legal Ethics and Communication Culture (1 CP) (A)	Professional Ethics (1 CP) (A1)
	Legal Logic and Rhetoric (2 CP) (A)	Logic (1 CP) (A) Rhetoric (1 CP) (A)
	Constitutional Law (4 CP) (A)	Constitutional Law (4 CP) (A1)
	History of Latvian Law (3 CP) (A)	History of Latvian Law (3 CP) (A1)
	History of International Law (3 CP) (A)	History of International Law (3 CP) (A1)
	Philosophy of Law (2 CP) (A)	Philosophy of Law (2 CP) (A1)
	State and Legal Theory (4 CP) (A)	State and Legal Theory (4 CP) (A1)
	Environmental and Civil Protection (1 CP) (A)	Environmental and Civil Protection (1 CP) (A)
	Theory and Methodology of Scientific and Study Work (1 KP) (A)	Theory and Methodology of Scientific and Study Work (1 KP) (A)
	<i>Not included</i>	International Law of the Sea (3 CP) (A1)

<b>Undergraduate study courses in Law Science</b>	Administrative Procedure Law (3 CP) (A1)	Administrative Procedure Law (4 CP) (A1)
	Administrative Law (3 CP) (A1)	Administrative Law (3 CP) (A1)
	Insurance Law (1 CP) (A1)	Insurance Law (1 CP) (B)
	Children's Rights Protection (1 CP) (A1)	-
	Human Rights (3 CP) (A1)	Human Rights (3 CP) (A1)
	Civil Procedure Law I (3 CP) (A1)	Civil Procedure Law I (3 CP) (A1)
	Civil Procedure Law II (3 CP) (A1)	Civil Procedure Law II (3 CP) (A1)
	Civil Law. Property Law (3 CP) (A1)	Civil Law: Property Law (3 CP) (A1)
	Civil Law. Family and Inheritance Law (3 CP) (A1)	Civil Law: Family and Inheritance Law (3 CP) (A1)
	Civil Law. Law of obligations (3 CP) (A1)	Civil Law: Law of obligations (3 CP) (A1)
	Civil Law. General Part (3 CP) (A1)	Civil Law: General Part (3 CP) (A1)
	Labour Law (3 CP) (A1)	Labour Law (3 CP) (A1)
	European Union Law (3 CP) (A1)	European Union Law (4 CP) (A1)
	Financial and Tax Law (2 CP) (A1)	Financial and Tax Law (1 CP) (B)
	Legal Records Management (2 CP) (A1)	Legal Records Management (3 CP) (A1)
	Commercial Law (3 CP) (A1)	Commercial Law (3 CP) (A1)
	Fundamentals of Forensics (2 CP) (A1)	Forensics (3 CP) (A1)
	Criminal Procedure Law I (2 CP) (A1)	Criminal Procedure Law I (2 CP) (A1)
	Criminal Procedure Law II (2 CP) (A1)	Criminal Procedure Law II (2 CP) (A1)
	Criminal Law. Special Part (3 CP) (A1)	Criminal Law. Special Part (3 CP) (A1)
	Criminal Law: General Part (2 CP) (A1)	Criminal Law: General Part (2 CP) (A1)
	Private International Law (3 CP) (A1)	Private International Law (3 CP) (A1)
	Public International Law (3 CP) (A1)	Public International Law (3 CP) (A1)
	Law Enforcement Authorities (2 CP) (A1)	Law Enforcement Authorities (2 CP) (A1)
	Environmental Law (2 CP) (A1)	Environmental Law (2 CP) (A1)
	<i>Not included</i>	International Law of the Sea (2 CP) (A1)
	Drafting of Regulatory Enactments (1 CP) (A1)	-
	Insolvency Law (2 CP) (A1)	-

<b>Basic elective comprehensive courses in Law Science</b>	Professional terminology I, II (English) (2 CP) (B)	Professional Foreign Language I, II (English) (2 CP) (B)
	Professional terminology I, II (Russian) (2 CP) (B)	Professional Foreign Language I, II (Russian) (2 CP) (B)
	<i>Not included</i>	Professional Latvian Language I, II (2 CP) (B)
	Labour Protection Law (1 CP) (B)	-
	General and Legal Psychology (2 CP) (B)	Psychology (2 CP) (A)
	Legal Informatics (2 CP) (B)	Legal Informatics (2 CP) (A)
	Basics of Economics and Project Management (1 CP) (B)	Basics of Economics and Project Management (1 CP) (A)
	Political Science (2 CP) (B)	Political Science (2 CP) (A)
	Sociology of Law (2 CP) (B)	Sociology (2 CP)
	Not included	Project Management (1 CP) (A)
<b>General elective field courses in Law Science</b>	Latin for Lawyers (1 CP) (B)	Latin Language (2 CP) (A)
	Basics of Roman Civil Law (1 CP) (B)	Roman Law (1 CP) (A)
	Legal Conflictology (1 CP) (B)	Legal Conflictology (1 CP) (B)
	Forensic Medicine (1 CP) (B)	Forensic Medicine (1 CP) (B)
	Criminology (2 CP) (B)	Criminology (1 CP) (C)
	Law on Local Governments (1 CP) (B)	Law on Local Governments (1 CP) (C)
	Interrogation Tactics (1 CP) (B)	Interrogation Tactics (1 CP) (B)
	Forensic Psychiatry (2 CP) (B)	Forensic Psychiatry (2 CP) (B)
	Penalty Enforcement Law (2 CP) (B)	Penalty Enforcement Law (2 CP) (B)
	<i>Not included</i>	Ship Pledge and Mortgage (1 CP)
	<i>Not included</i>	Legal Framework for Maritime Transport (1 CP)
	<i>Not included</i>	Marine Insurance (1 CP)
	<i>Not included</i>	Maritime Safety (1 CP)
	Intellectual Property Law (1 CP) (B)	Intellectual Property Law (1 CP) (C)
	Combating Corruption and Preventing Conflicts of Interest (1 CP) (B)	-
	Consumer Protection Law (2 CP) (B)	-
	Social Law (2 CP) (B)	-

<b>Optional study courses in Law Science</b>	Of Part B basic field courses	Of Part B professional specialization courses
	Study paper I (1 CP) (B) Study paper II (1 CP) (B)	Library research paper (1 CP) Course paper I (1 CP) Course paper II (1 CP)
<b>Traineeship</b>	Not included	Traineeship (introductory) (2 CP) (P) Educational traineeship (2 CP) (P) Professional traineeship (12 CP) (P) Pre-diploma traineeship (10 CP) (P)
<b>Development and defence of a bachelor's thesis</b>	Bachelor's thesis (10 CP)	Diploma paper defence (12 CP)

The comprehensive and field courses of undergraduate studies in law science were supplemented. Unlike the existing programme, new and topical optional courses are distinguished separately: *Labour Protection Law, Combating Corruption and Prevention of Conflicts of Interest, Insolvency Law, Drafting of Regulatory Enactments, Consumer Protection Law and Social Law*. Therefore, the compliance of the study programme not only with the requirements of regulatory enactments, but also with the modern tendencies in higher education and labour market is ensured.

The development of the study programme corresponds to the long-term operation and development strategy of the BIA, in the development of which the laws and other regulatory enactments of the Republic of Latvia, the Constitution of the Baltic International Academy, the Regional Policy Guidelines 2021-2027, the National Development Plan of Latvia for 2021-2027, the Latvia's Sustainable Development Strategy until 2030 and the Lisbon Strategy, as well as the most important Bologna basic principles were observed.

### **Compliance of the study programme and the study courses with the needs of the labour market**

Students, who will have acquired education in the academic bachelor's study programme "Law Science", are expected to have relatively good and stable demand for specialists in the relevant field of legal work and in the labour market in Latvia. According to the Informative Report on Medium and Long-term Labour Market Forecasts prepared by the Ministry of Economics of the Republic of Latvia, the labour supply for legal professionals will be stable until 2027, even slightly increasing, and almost similar to the demand.<sup>[1]</sup> Young people with higher education are more flexible in the labour market and have more opportunities to work as legal professionals. This means that young people who decide to invest in acquisition of Law Science education at the BIA have good chances of finding a job.

The relevance and compliance of the study programme and the study courses with the needs of the industry and labour market and with the trends in science is analysed from several aspects.

The scientific potential of the Academy allows for the implementation of a short transition from the professional study programme to the academic study programme, as the required number of associate professors, leading researchers and assistant professors participates in the implementation of the programme, who carry out active scientific activities, including publications in the journals "Administrative and Criminal Justice" and "Baltic Legal Journal" published by the Academy, participate in the annual international scientific-practical conferences (in May and December) organized by the BIA .

<sup>[1]</sup> Latvijas Republikas Ekonomikas ministrijas Informatīvs ziņojums par darba tirgus vidēja un ilgtermiņa prognozēm, 2020, lpp.7. Pieejams: <https://www.em.gov.lv/lv/darba-tirgus-zinojums>

**2.2. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators, the relation between the aims of the study course/ module and the aims and intended outcomes of the study programme. In case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels.**

In order to assess the compliance of the programme with the practice of the EU higher education institutions, as well as to compare the programmes, the study programmes offered by abroad higher education institutions were researched, comparing the study duration, programme structure and programme implementation methods. A bachelor's study programme at the Carlos III University of Madrid (Universidad Carlos III de Madrid) in Spain and a study programme at the Tallinn University of Technology in Estonia have been selected for the comparison. The universities are universities of the Baltic States, and it is essential for the BIA to compare the content of the programmes with the universities in neighbouring countries. The legal system and the historical geopolitical system of the Baltic States are similar, therefore the interpretation of legal norms and the perspectives are similar.

Overall, assessing the content and organizational part of the programmes, it must be concluded that although the organization of the study programmes is different, it focuses on the field of Law Science, providing knowledge to develop competencies that would allow the graduates to work in various law-related processes.

After graduation, the graduates are entitled to continue their studies in the master's study programme.

The main difference between the study programmes is the amount of the credit points for a bachelor's thesis, the amount of CP (or ECTS) obtained for the study courses, and the fact that the programmes of the Carlos III University of Madrid and the Tallinn University of Technology have a traineeship. The BIA programme contains two study papers, which, however, must be evaluated positively, since in this way skills in conducting legal research and presenting research results are developed. Lithuanian students are not offered optional courses, but the Estonian study programme has allocated 4 CP and it is slightly more than in the BIA – 2 CP.

At the end of the studies, the students have to write a bachelor's thesis.

After graduation, the graduates of both above-mentioned abroad universities are entitled to continue their studies in the master's study programme.

Table 2.1.2.

***Comparison table of the bachelor's study programmes***

<b>University</b>	<b>Baltic International Academy</b>	<b>Carlos III University of Madrid (Spain)<sup>[1]</sup></b>	<b>Tallinn University of Technology (Estonia)<sup>[2]</sup></b>
<b>Name of the programme</b>	Law Science	Bachelor in Law	European Union and International Law

<b>Study duration</b>	3 years (6 semesters) or 3 years and 5 months (7 semesters)	4 years (8 semesters)	3 years (6 semesters)
<b>Total amount</b>	120 CP (180 ECTS)	240 ECTS (160 CP)	180 ECTS (120 CP)
<b>Amount of compulsory study courses</b>	84 CP (126 ECTS)	189 ECTS (126 CP)	129 ECTS (86 CP)
<b>Legal traineeship (apprenticeship)</b>	6 CP (9 ECTS) research traineeship	9 ECTS (6 CP)	6 ECTS (4 CP)
<b>Amount of elective courses</b>	22 CP (33 ECTS)	30 ECTS (12.6 CP)	42 ECTS (28 CP)
<b>Amount of optional courses</b>	4 CP (6 ECTS)	6 ECTS (4 CP)	6 ECTS (4 CP)
<b>Diploma thesis</b>	10 CP (15 ECTS)	6 ECTS (4 CP)	12 ECTS (8 CP)
<b>Aim of the studies</b>	Provides the students with an opportunity to acquire theoretical knowledge and research skills in Law Science, prepares highly qualified and competitive Law Science specialists, who would be able to enter the Latvian and international labour market with good knowledge of the Latvian legal system, as well as extensive knowledge of European Union law.	Prepares specialists, who specialize in the work of legal specialists (lawyers, judges, attorneys, notaries, registers, etc.). The graduates will be able to work in socially important sectors such as civil service, business, consulting and politics.  To achieve it, the programme offers students a complete and modern education using a methodology that guarantees an ideal balance between theory and practice.	Trains professional and highly qualified specialists in the EU and international law, who will be able to identify, analyse and solve problems arising in the EU and international legal framework, and will provide motivated, logical and legally sound arguments and solutions to these problems.

<b>Description of the programme implementation</b>	<ul style="list-style-type: none"> <li>- Lectures, seminars, group work, professional simulation games, implementation of research projects;</li> <li>- Opportunity to participate in student mobility;</li> <li>- Opportunity to continue education in the master's programme</li> </ul>	<ul style="list-style-type: none"> <li>- Lectures, group work, research;</li> <li>- Courtroom for practical courses;</li> <li>- Legal clinic, providing free legal assistance;</li> <li>- Participation in international competitions among law students (MOOT).</li> <li>- Opportunity to participate in student mobility;</li> <li>- Opportunity to continue education in the master's programme</li> </ul>	<ul style="list-style-type: none"> <li>- Lectures, case studies, projects, research;</li> <li>- Opportunity to participate in student mobility;</li> <li>- Opportunity to continue education in the master's programme</li> </ul>
<b>Degree to be obtained</b>	Bachelor's degree in social sciences in Law Science	Bachelor of Law	Bachelor of Arts in Social Sciences Bachelor of Arts in Social Sciences

All three universities offer students to gain insight into both private and public law, as well as to acquire study courses relating to the European and international law. Each higher education institution provides an insight into the specifics and regulation of each country's legislation in a part of the study courses. Similarly, the study programme consists of general study courses, elective study courses and optional study courses. Common study courses include Administrative Law, Civil Law, Criminal Law, European Union Law, Labour Law, etc.

Comparing all three study programs, it must be concluded that the duration of the study process is similar, however, the full-time studies at Carlos III University of Madrid are 8 semesters. Overall, higher education institutions strive to provide knowledge that would allow them to develop competencies in Law Science. In all three study programmes reviewed, a scientific degree – bachelor's degree – is awarded, but the definition of the field in the title is different.

### **Comparison of the BIA study programme “Law Science” with similar programmes of Latvian higher education institutions**

The study programme is compared with the study programmes in Law Science of the same level of Rīga Stradiņš University (RSU) and the University of Latvia (LU).

Table 2.1.3.

	<b>BIA</b>	<b>LU</b>	<b>RSU</b>
No.	<b>Amount in credit points</b>	<b>120</b>	<b>120</b>
<b>Compulsory courses. A part (not less than 50 CP)</b>			



COMPREHENSIVE						
1	<b>Legal ethics and communication culture</b>	<b>1</b>	Ethics of a Lawyer	2	Professional Ethics	2
2	<b>Legal logic and rhetoric</b>	<b>2</b>			Logic Legal rhetoric	4
3	<b>Constitutional law</b>	<b>4</b>	Constitutional law. Institutions	4	Constitutional law	2
4	<b>History of Latvian Law</b>	<b>3</b>	History of Latvian Law	3	History of Latvian Law	2
5	<b>History of Foreign Law</b>	<b>3</b>	Comparative History of European Law	2	History of European Countries and Law	2
6	<b>Philosophy of Law</b>	<b>2</b>	Philosophy of Law	2	Philosophy of Law	2
7	<b>Theory of Law and State</b>	<b>4</b>	Theory of Law Political science	4	Theory of Law	3
8	<b>Civil Protection and Environmental Protection</b>	<b>1</b>	Civil Protection	1	Civil Protection	2
9	<b>Theory and Methodology of Scientific and Study Work</b>	<b>1</b>				
<b>Total:</b>		<b>21</b>		<b>16</b>		<b>19</b>
<b>Compulsory courses. A1 part (not less than 50 CP)</b>						
BASIC FIELD COURSES						
10	<b>Administrative Procedure Law</b>	<b>3</b>	Administrative Procedure Law	3	Administrative Procedure	3
11	<b>Administrative Law</b>	<b>3</b>	Administrative Law	4	Administrative Law	4
12	<b>Insurance Law</b>	<b>1</b>	Insurance Law	2		2
13	<b>Children's Rights Protection</b>	<b>1</b>			Family and Children's Rights Protection	2

14	<b>Human Rights</b>	<b>3</b>	Fundamentals of International Human Rights	2	Human Rights	2
15	<b>Civil Procedure Law I</b>	<b>2</b>	Civil Procedure	4	Civil Procedure	3
16	<b>Civil Procedure Law II</b>	<b>2</b>	Civil Procedure	4	Civil Procedure	3
17	<b>Civil Law. Property Law</b>	<b>3</b>	Property Law	4	Property Law	3
18	<b>Civil Law. Family and Inheritance Law</b>	<b>3</b>	Family Law	2	Family Law	2
			Inheritance Law	2	Inheritance Law	2
19	<b>Civil Law. Liability Law</b>	<b>3</b>	Liability Law	8	Liability Law	2
20	<b>Civil Law. General Part</b>	<b>2</b>	General Part of Civil Law	4	Introduction to Civil Law	2
21	<b>Labour Law</b>	<b>3</b>	Labour Law	3	Labour Law	2
22	<b>European Union Law</b>	<b>3</b>	Substantive Law of the European Union	3	European Union Law	3
			Institutional Law of the European Union	2		
23	<b>Financial and Tax Law</b>	<b>2</b>	Tax Law	2		2
24	<b>Legal Record Keeping</b>	<b>2</b>	Document Writing and Analysis	3	Record Keeping	2
25	<b>Commercial Law</b>	<b>3</b>			Commercial Law	3
26	<b>Basics of Forensics</b>	<b>2</b>	Basics of Forensics	2	Forensics	2
27	<b>Criminal Procedure Law I</b>	<b>2</b>	Criminal Procedure	4	Criminal Procedure. Special Part	2
28	<b>Criminal Procedure Law II</b>	<b>2</b>	Criminal Procedure	4	Criminal Procedure. General Part	2
29	<b>Criminal Law. Special Part</b>	<b>3</b>	Criminal Law. Special Part	3	Criminal Law. Special Part	2
30	<b>Criminal Law: General Part</b>	<b>2</b>	Criminal Law. General Part	3	Criminal Law. General Part	3
31	<b>Insolvency Law</b>	<b>2</b>	Insolvency Law	2	Insolvency Law	2

32	<b>Drafting of Normative Legal Enactments</b>	<b>1</b>			Legal Methods	2
33	<b>Private International Law</b>	<b>3</b>	Private International Law. Conflict-of-law rules	2	Private International Law.	2
34	<b>Public International Law</b>	<b>3</b>	Public International Law	4	Public International Law	3
35	<b>Law Enforcement Authorities</b>	<b>2</b>	Law Enforcement Institutions in Latvia and Abroad	2	Law Enforcement Institutions	2
36	<b>Environmental Law</b>	<b>2</b>	Environmental Protection and its Legal Aspects	2	Environmental Law	2
37	<b>Study works</b>	<b>2</b>	Study works	4		4
38	<b>Diploma thesis</b>	<b>10</b>	Diploma thesis	10	Diploma thesis	10
39			Traineeship	6		6
40	<b>Optional courses</b>	<b>2</b>	Optional courses	2		2
<b>Total:</b>		<b>77</b>		<b>94</b>		<b>107</b>
<b>Optional courses. B part (not less than 20 CP)</b>						
<b>COMPREHENSIVE</b>						
41	<b>Professional terminology I, II (English, Russian)</b>	<b>2</b>	English in Law	<b>2</b>	English in Law Science	<b>4</b>
42	<b>Labour Protection Law</b>	<b>1</b>				
43	<b>General and Legal Psychology</b>	<b>2</b>	Psychology	<b>3</b>	General and Legal Psychology	<b>2</b>
44	<b>Legal Informatics</b>	<b>1</b>	Information Technology Law	<b>2</b>		<b>2</b>
45	<b>Basics of Economics and Project Management</b>	<b>1</b>				
46	<b>Political Science</b>	<b>2</b>			Politics and Law	<b>2</b>
47	<b>Sociology of Law</b>	<b>2</b>			Sociology of Law	<b>2</b>
<b>Total:</b>		<b>11</b>		<b>7</b>		<b>12</b>

BASIC FIELD COURSES						
48	<b>Latin for Lawyers</b>	<b>1</b>	Legal Terminology in Latin	2		
49	<b>Basics of Roman Civil Law</b>	<b>1</b>	Basics of Roman Civil Law	2		2
50	<b>Intellectual Property Law</b>	<b>1</b>	Intellectual Property Law	2		2
51	<b>Legal Conflictology</b>	<b>1</b>	Alternative Resolution of Civil Disputes	2	Legal Conflictology and Mediation	2
52	<b>Forensic Medicine</b>	<b>1</b>	Medical Law	2	Medical Law	3
53	<b>Criminology</b>	<b>2</b>	Criminology	2		2
54	<b>Municipal Law</b>	<b>1</b>			Municipal Law	2
55	<b>Combating Corruption and Preventing Conflicts of Interest</b>	<b>1</b>				
56	<b>Interrogation Tactics</b>	<b>1</b>	Criminal Procedure Law	4		4
57	<b>Consumer Protection Law</b>	<b>2</b>	Consumer Protection Law	2		2
58	<b>Forensic Psychiatry</b>	<b>2</b>				
59	<b>Law of Sanctions Enforcement</b>	<b>2</b>	Law of Sanctions Enforcement	2		2
60	<b>Social Rights</b>	<b>2</b>	Social Rights	2	Social Rights	2
<b>Total:</b>		<b>18</b>		<b>22</b>		<b>23</b>

Table 2.1.4.

<b><i>Name of the higher education institution</i></b>	<b>BIA</b>	<b>University of Latvia</b>	<b>Rīga Stradiņš University</b>
<b><i>Name of the study programme</i></b>	<b><i>Law Science</i></b>	<b><i>Law</i></b>	<b><i>Law</i></b>

<b>Education programme code:</b>	<b>42380</b>	<b>42380</b>	<b>42380</b>
<b>Degree to be obtained:</b>	Bachelor's Degree in Social Sciences in Law Science	Bachelor of Social Sciences in Law	Academic Bachelor's Degree of Social Sciences in Science of Law
<b>Study duration</b>	3 years, full-time studies 3.5 years, part-time studies	3 years, full-time studies 3.5 years, part-time studies	3 years, full-time studies 3.5 years, part-time studies
<b>Amount of the study programme</b>	120 CP or 180 ECTS	120 CP or 180 ECTS	120 CP or 180 ECTS
<b>Compulsory content of the study programme</b>	Compulsory part 77 CP	Compulsory part 94 CP	Compulsory part 107 CP
	Elective part 29 CP	Elective courses 29 CP	Elective courses 35 CP
<b>Traineeship</b>	Research traineeship 6 CP		Traineeship 6 CP
<b>State examinations</b>	Bachelor's thesis 10 CP (15 ECTS)	Bachelor's thesis 12 CP (18 ECTS)	Bachelor's thesis 10 CP (15 ECTS)
<b>Aim of the studies</b>	to provide students with an opportunity to acquire theoretical knowledge and research skills in Law Science, to prepare highly qualified and competitive Law Science specialists, who would be able to enter the Latvian and international labour market with good knowledge of the Latvian legal system, as well as extensive knowledge of European Union law.	to provide students with the acquisition of high-quality theoretical knowledge and research skills in law, theoretical and practical training corresponding to the needs of the state, which provides with the opportunities to successfully participate in solving economic problems.	to acquire knowledge, skills and competences in the field of law. Specialization: medical law and criminology.

<b>Admission requirements</b>	Persons who have acquired an appropriate full secondary education or previous education recognized in Latvia and corresponding to the requirements of the study programme. Admission of applicants to full-time and part-time undergraduate study programmes takes place on the basis of an open and equal competition procedure, based on the results of centralized examinations with certain exceptions.	Secondary education Competition for the applicants. Additional points: Participants of the final test of the Young Lawyers University of the University of Latvia in 2021, who received at least 70% of the assessment, get additional 50 points. Priority: Winners of 1 <sup>st</sup> – 3 <sup>rd</sup> place of the Latvian State Student's Scientific Research Work Conference in the field of law in 2020 and 2021; Winners of the 1 <sup>st</sup> - 3 <sup>rd</sup> place of the final test of the Young Lawyers University of the University of Latvia in 2021.	Secondary education  CE certificate in Latvian and Mathematics  CE certificate in foreign language and an examination document issued by the international testing institution
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Comparing the given programmes, it is concluded that the structure of the programmes is similar, but their content is different, which proves their competitiveness (see Table 2.1.4.):

- The BIA, LU and RSU have the same amount of studies 120 CP or 180 ECTS, and the duration of LU and RSU studies is 3 years (6 semesters) full-time studies and 3.5 years (7 semesters) part-time studies;
- all programmes have a similar degree to be awarded – Bachelor of Social Sciences in Law;
- given that the programme is academic, only the BIA has a research traineeship.

Each study programme has its own significant specifics and differences. All bachelor's study programmes provide students with knowledge in various fields of Law Science, in accordance with the requirements of academic education. The BIA includes such modern study courses as Drafting of Normative Legal Enactments, Combating Corruption and Preventing Conflicts of Interest, Insolvency Law, Consumer Protection Law, while the RSU has a specialization in medical law and criminology.

The graduates of the BIA programme can work in the fields, where legal work is required, but the qualification of a lawyer is not required. The graduates of the LU bachelor's study programme can work in both public administration and private companies, as well as in courts, bar associations, prosecutor's offices, notaries, the EU and international institutions. The graduates of the RSU bachelor's study programme can work in state and municipal institutions, private and international organizations, in the field of public health, police, as an assistant judge and continue their studies in master's programme.

### ***Compliance of the study programme and the study courses with the trends in science***

Every year the content of the study courses of the programme "Law Science" is updated in accordance with the requirements of the relevant industry and the labour market, and science development trends. The existing study courses of the bachelor's study programme "Law Science"

have been updated, including the latest literature, as well as defining clear assessment criteria. The programme is supplemented with such new and current study courses as: Protection of Children's Rights, Combating Corruption and Preventing Conflicts of Interest, Insolvency Law, Drafting of Normative Legal Enactments, Social Rights, Consumer Protection Law. The information included in the study courses follows from the objectives of the study course and the results to be achieved, which in turn follow from the aim of the programme and the learning outcomes to be achieved. The interconnection is clearly visible from the study programme's study course mapping. Each study course provides from 1 to 5 achievable learning outcomes of the programme. At least 1 study course corresponds to each achievable learning outcome of the programme, but on average it is 5 or more courses.

Compliance with the labour market trends and the requirements of the professional environment is ensured by cooperation with the council of the study field and engagement of professionals in teaching study courses. Compliance with the requirements of science is ensured by the participation of lecturers in the international scientific conferences and publication of studies in scientific journals. The BIA publishes two scientific journals: 1) "The Baltic Journal of Law", in which scientific articles in various fields of law are published "Administrative and Criminal Justice", three sections of which: criminal law, police law, forensics and the theory of operative activity were included in the list of generally recognized peer-reviewed scientific publications of the Latvian Council of Science on January 23, 2007 by the decision No. 1-2-1 of the Latvian Council of Science. The journal is included in the Index Copernicus International (ICI) database.

The study programme students are also engaged in scientific work.

Summarizing the abovementioned information about the study process in the academic bachelor study programme "Law Science", it must be concluded that the structure of the programme is logical and student-centered, promoting independent research activity and purposeful development of practical skills that corresponds to the principles of the field of Law Science. The changes made to the programme correspond to the modern current needs of legal education and the labour market. The study programmes and the study courses developed in it correspond to the modern development trends of Law Science and offer competitive education.

[1] [https://www.mruni.eu/en/study\\_program/social-work-and-human-rights/](https://www.mruni.eu/en/study_program/social-work-and-human-rights/)

[2] <https://www.taltech.ee/en/law-ba>

**2.3. Assessment of the study implementation methods (including the evaluation methods) by providing the analysis of how the study implementation methods (including the evaluation methods) used in the study courses/ modules are selected, what they are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

Study and knowledge assessment methods of the BIA are objective and consistently followed. The scope of each examination corresponds to the content of the relevant study course programme and the skills and knowledge requirements specified in the National Standard. The BIA assesses learning outcomes based on two indicators:

- qualitative assessment – a mark in a 10-point grading scale;
- quantitative assessment – the number of credit points according to the volume and significance of the study course.

The amount of credit points to be obtained is indicated in the study plan. In order to assess the compliance of the amount of work performed by the students with the plan, every semester and study year its quantitative evaluation in credit points is performed – 1 credit point corresponds to 40 hours.

The BIA academic bachelor's study programme "Law Science" is designed to achieve the set objectives of the study programme, which is achieved by attaining the results of individual courses, observing the principles of student-centered education. When implementing the study programme, various teaching methods are applied:

- lectures – of theoretical nature with elements of active teaching methods;
- seminars with discussions of current issues in economics and business science (theory and research);
- independent works – reports, essays, analysis of scientific articles, preparation of presentations, making and analysing observations, collecting and analysing interviews, self-analysis;
- practical trainings that allow approbation of the acquired knowledge in practical work. Practical trainings are included in the study courses, various special traineeship study courses of study programmes;
- examinations and tests are used as a current knowledge test, allow to test students' skills to analyse the material to be acquired, allow to test the acquired knowledge.
- professional simulation games – mock trials, role-plays in mediation, allow to acquire practical skills;
- casus resolution on the topic provided in lectures, based on lecture materials, regulatory enactments and recommended literature.

Teaching methods are chosen according to the goals, specifics and planned study results of each study course. The lecturers of the study courses use a lecture not only as a passive presentation of material, but also integrate active study methods into it, stimulating discussions and organizing work in small groups, presenting their independent work. Active study methods are widely used in seminars. With the help of these methods, lecturers of economics create a democratic and free atmosphere in the study process, which in turn stimulates students' personal and professional growth. In addition, these methods can be used more often, as even wider range of study literature that they can read themselves becomes more accessible to the students. Thus, the workload of students corresponds to 40 academic hours of work for one credit point (of which 16 academic hours (full time intramural) or 12 academic hours (part-time intramural) are contact hours, while the rest are intended for independent work).

Practically all the teaching staff engaged in the implementation of the study programme use the electronic learning environment – e-studies, which provides a wide range of opportunities for both sharing the study materials and organizing submission of independent work.

The BIA has traditionally had a curators' movement since 2014/2015 academic year. Most activities will be organized at the beginning of the study year – introductions, informative lectures on the study process at the BIA, meetings with lecturers of the study programme, senior students and the Student Parliament, informative classes in the BIA scientific library.

*Assessment system (educational criteria) and assessment methods for achieving and assessing learning outcomes, examination forms and procedures.*



The evaluation system used in the academic bachelor's study programme "Law Science" is a 10-point grading system and it complies with the regulations for the evaluation of learning outcomes at the Baltic International Academy. The process of training qualified specialists in the field of economics is not possible without extensive and strict control of knowledge and skills acquired by the students. The object of control is not only the knowledge acquired within the framework of the study courses. The ability and skills to logically substantiate one's views through public speaking, the ability to independently find and analyse the necessary information are assessed as well. The description of the study programme courses of parts A, B and C clearly defines the assessment criteria and the achievable learning outcomes for each assessment.

In order to assess the students' knowledge, the assessment of tests and independent works is used during the semester. At the end of the study course, oral/written examinations are applied, which make up not less than 30% of the total assessment. Thus, the assessment of students' knowledge and control of independent work is performed during the semester in parallel with the study work. Firstly, it provides feedback between the student and the training staff in a certain study course, allowing the training staff to assess the level of acquisition of the already implemented sections of the course, and thus also the quality of teaching. Secondly, it ensures the improvement of the actual, continuous study work. The requirements of each study course for obtaining credit points and their share in the total assessment of the study course are clearly indicated in the study course description, as well as reported to the students during the first two classes.

Upon completion of the study course, the students take an examination or a differential test. Currently, 70% -80% of the students take examinations in writing – knowledge tests as well as analysis of problem situations are used, which allows to assess practical application of the acquired knowledge. Oral examinations have remained only in some study courses, for example, in foreign language, psychology and rhetoric. An important element of student examination is the pre-defence of the bachelor's thesis. Students who have not passed the pre-defence are not allowed to defend their bachelor's thesis. Defence of the bachelor's thesis is not purely formal in nature. Such an assessment system allows to follow a gradual process of bachelor's thesis development in order to achieve the student's ability to independently and correctly develop research in economics and business in accordance with the basic principles of economic research.

Taking into account the abovementioned, we consider that the BIA bachelor's study programme "Law Science" has a study programme implementation control. Analysing the abovementioned, we can conclude that the content and scope of the programme fully meets the requirements of the professional bachelor studies.

The interconnection between the bachelor's study programme "Law Science" and the study implementation methods, assessment processes and study programme results has been reflected in the table. Some study implementation methods, which promote students' cooperation and active learning and reflect the position that "learning is a student-cantered and social concept", are represented.

Practically all the teaching staff engaged in the implementation of the bachelor's study programme use the electronic learning environment – e-studies on the MOODLE platform, which offers extensive opportunities for both sharing the study materials and organizing the submission of independent work.

Summarizing the information on how the implementation of the study process corresponds to the principles of student-cantered education, it can be concluded that:

- 1) the diversity of students' needs (ensurance of adaptation at the beginning of the studies, individual approach to the study process, engagement of academic and support staff in solving

students' problems, opportunities to study, based on an individual plan) in the study process is taken into account and respected;

2) based on the possibilities, different types of implementation of the study programme are implemented (offering both full-time and part-time intramural form of studies);

3) various pedagogical methods are applied according to the circumstances;

4) based on the opinions expressed by the students in the survey, an assessment of pedagogical methods is performed on a regular basis in order to find the most optimal way to achieve the objectives of the study courses and the study programme;

5) the students desire to be independent is promoted, at the same time ensuring the guidance and support of the teaching and support staff;

6) mutual respect in the relationships between the students and the teaching staff is promoted, with the involvement of the director of the study programme in case of problem and conflict situations.

#### *Conclusions on the assessment system:*

1) teaching staff is familiar with testing and examination methods, focuses not only on the reporting of knowledge, but also uses various methods of problem situation analysis, which allows to assess the ability to use the acquired knowledge in practice;

2) in all independent works, home assignments and tests submitted in the study courses, the students receive individual feedback, if necessary, receiving advice regarding the learning process;

3) the teaching staff of the study programme strives for the assessment to be consistent, applicable for all the students fairly and implemented in accordance with the approved procedures.

#### **2.4. If the study programme entails a traineeship, provide the analysis and assessment of the relation between the tasks of the traineeship included in the study programme and the learning outcomes of the study programme. Specify how the higher education institution/ college supports the students within the study programme regarding the fulfilment of the tasks set for students during the traineeship.**

Given that the bachelor's study programme is changed to the academic programme, then the traineeship is not provided for in the study programme

#### **2.5. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the evaluations of the final theses.**

At the end of the study programme, in the last semester, the students have to develop and defend a final work – a bachelor's thesis. The development and defence of the final work is a confirmation of knowledge and competences acquired by the student in order to obtain a bachelor's degree in social sciences in Law Science. In order to successfully complete all the study courses and obtain a

bachelor's degree, in the bachelor's thesis the students must demonstrate both the theoretical knowledge acquired in the study process and, in accordance with their qualification, practical work skills and competencies.

The development and defence of the bachelor's thesis takes place in accordance with the regulated procedure, which is laid out in detail in the "Regulation on the Graduation Paper Development and Defence in the Baltic International Academy".

[https://bsa.edu.lv/wp-content/docs/2020/BSA\\_diplomdarbu\\_nolikums\\_LV.pdf](https://bsa.edu.lv/wp-content/docs/2020/BSA_diplomdarbu_nolikums_LV.pdf)

See the breakdown of bachelor's thesis topics by fields in Table 2.5.1.

Table 2.1.5.

**Breakdown of bachelor's thesis topics by fields of science (2019-2020)**

<b>No.</b>	<b>Law Science[1]</b>	<b>Direction of research</b>	<b>Theses, number</b>	<b>Theses. %</b>
<b>1.</b>	Civil Law	Copyright Law	3	3%
		Administrative Law	23	20%
		Children and Family Law	36	32%
		Human Rights	9	8%
		Civil Procedure	6	5%
		Labour Law	8	7%
		Property Law	7	6%
		Commercial Law	5	4%
		Insolvency Law	4	3%
		Liability Law	9	8%
		International Law	5	4%
		<b>Total:</b>	<b>115</b>	<b>100%</b>
<b>2.</b>	Criminal Law	Criminal Law	36	37%
		Criminal Procedure	45	47%
		Law of Sanctions Enforcement	15	16%
		<b>Total:</b>	<b>96</b>	<b>100%</b>

Students chose different fields – Administrative Law, Civil Law and Criminal Law. Most theses in the field of civil law address Children and Family Law. The topics studied in criminal law are divided similarly to the study of aspects of Criminal Law and Criminal Procedure, but the students also

choose the topics in the Law on Execution of Sanctions.

It could be reasonably to conclude that the topics of the students' works are closely related to their further professional and scientific activities. For instance, those students, who have chosen to study criminal law, have developed their works on such topics as "Prevention of Money Laundering in Credit Institutions", "Criminal Liability for Cruelty to Animals", "Research of the Illicit Traffic in Narcotic Drugs and Psychotropic Substances and its Combat Analysis", "Hooliganism as a Crime Against Public Security and Public Order," "Aspects of Searching in Offenses Related to the Movement of Excise Goods", etc., regarding criminal proceedings: "Problems of Initiation of Criminal Proceedings", "Legal Status of the Accused in Pre-Trial Criminal Proceedings", "Special Investigation Activities in Criminal Proceedings", "Criminal Proceedings in Accelerated Proceedings", etc.

Students who have chosen to study civil law issues have developed works on the following topics: "System of Protection of the Children's Rights", "Comparative Legal Analysis of Regulation of Commercial Transactions in Accordance with the Legislation of Latvia, Uzbekistan, Russia and Germany", "Nature of Transaction in Finnish and Latvian Law", "Status of Partnership, Its Legal Regulation in the European Union", "Substantive and Procedural Aspects of Dissolution of Marriage", etc.

In administrative law, it is worth mentioning such student works as: "Application of Administrative Penalty in Rucava Municipal Police", "Development and Topicalities of the Latvian Administrative Penalty System", "Administrative Offence Proceedings on Driving Under the Influence of Intoxicating Substances", etc.

In the period from the academic year 2013/2014 until the spring of the academic year 2018/2019, **875** diploma theses were defended in the professional bachelor's study programme "Law Science". The topics of the bachelor's theses defended in the 2019/2020 academic year are presented in the **Annex**.

The analysis shows that the students mostly choose to develop bachelor's theses on the topics of administrative law, civil law and criminal law, which confirms that the topics of the students' works are closely related to their further professional and scientific activities.

Evaluating the distribution of the student bachelor's theses evaluations, it can be concluded that more than half of the graduates' most frequently received evaluations are "almost good", "good" and "very good".

If the study programme is acquired successfully and a positive evaluation has been received in the final examinations (the lowest successful evaluation is 4), then, based on the acquisition of a newly developed programme, the students will be awarded a bachelor's degree in social sciences in Law Science

[1] Noteikumi par Latvijas zinātnes nozarēm un apakšnozarēm.

<https://likumi.lv/ta/id/296661-noteikumi-par-latvijas-zinatnes-nozare-un-apaksnozarem>

## **2.6. Analysis and assessment of the outcomes of the surveys conducted among the students, graduates, and employers, and the use of these outcomes for the improvement of the content and quality of studies by providing the respective examples.**

At the end of each semester, the Baltic International Academy organizes a survey to promote the

improvement of the study process. A questionnaire has been developed for the students' survey, which is available on the BIA website.

In order to find out the students' opinion about the quality of the implementation of the study programme or a separate study course, taking into account the aim formulated in the survey, the survey can be initiated by the students, academy management, study course lecturers or the head of the programme. The results of the surveys are compiled by the BIA Computer Center and the BIA Analytical Center and, taking into account the purpose of the survey, submitted to the appropriate programme or the rectorate, or submitted to the Secretary of the Senate for the purposes of election of lecturers.

The opinion reasonably expressed in the students' survey is taken into account in the process of election of lecturers, as well as in the selection of lecturers for the implementation of the study course. The results of the surveys are recorded and taken into account in the organization of the next study year. This applies mainly to the lecturers' personalities, as well as to the implementation of the study process. Many of the proposals have been implemented, such as timely information to students, proposals for organizing the efficient use of premises, etc.

*See the results of surveys of students and graduates in the Annex*

## **2.7. Provide the assessment of the options of the incoming and outgoing mobility of the students, the dynamics of the number of the used opportunities, and the recognition of the study courses acquired during the mobility.**

### **Mobility of foreign students in the study programme "Law Science" at the BIA**

In the period from the academic year 2013/2014 until the academic year 2018/2019, 36 foreign students studied in the bachelor's study programme "Law Science" within the ERASMUS programme.

*See Table 2.1.7.*

### **The total number of students, who have studied abroad within the framework of exchange programmes (ERASMUS)**

Analysing the external mobility of the students of the study programme "Law Science" within the framework of the exchange programme ERASMUS, it was concluded that in the period from the academic year 2013/2014 until the academic year 2019/2020, **5** students went abroad for studies and traineeships. Their main aim was not only to study and acquire knowledge, but also to acquire communication skills and study intercultural communication aspects.

During the traineeship, the students acquired theoretical and practical knowledge for their future profession, as well as skills to discuss problems and their solutions, developed skills to independently obtain, select, analyse information, present it, work in a team. During the traineeship, the students developed skills to choose scientific research methods and justify them. Overall, during the traineeship, the students acquired the principles of professional activity, communication skills, aspects of intercultural communication, as well as skills to assess their competence in accordance with the purpose of the traineeship. All traineeships are carried out under the supervision of the traineeship supervisor.

### **III - DESCRIPTION OF THE STUDY PROGRAMME (3. Resources and Provision of the Study Programme)**

**3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples. Whilst carrying out the assessment, it is possible to refer to the information provided for in the criteria set forth in Part II, Chapter 3, sub-paragraphs 3.1 to 3.3.**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Every year the number of budget places financed by the BIA is set upon the BIA rector's order in the basic studies. Competition for the budget places is regulated by the Regulations on the competition for the budget places of the

BIA [https://bsa.edu.lv/wp-content/docs/admission/nolikums\\_konkurss\\_2020\\_lv.pdf](https://bsa.edu.lv/wp-content/docs/admission/nolikums_konkurss_2020_lv.pdf)

Methodological and informative resources provided by the BIA are sufficient to ensure the qualitative study process in the study programme. Since 2015 the Moodle study e-environment has been used. All study programme lecturers have created the Moodle study courses in which the students can access the study materials, study course description and study course requirements. In several study courses the students take exams, submit homework and communicate with the lecturer in the Moodle environment. The lecturers provide feedback on the students' work.

Information system NEXUS of the BIA plays an important role in informing students and teachers who can receive information about the planned lectures and intended audiences as well as the job and practice opportunities.

NEXUS has a section in which the BIA students can get acquainted with the internal regulations,

study programmes, practice programmes, news of the BIA. Complete information on the study programmes, study courses, their volume and content is available on the BIA websites as an important source of information for the students and potential students.

#### *Library*

The BIA library is aimed to provide the students of the study programme with the qualitative study process and scientific work and to render the bibliographic and information services to the students, lecturers and other visitors. Students of the BIA and other interested parties have the opportunity to use the resources of the BIA library. Library consists of the subscription section and the reading room. Reading room is equipped with 11 computers with the Internet access, printing and copying facilities for students' convenience. It is also possible to work with laptops there. Literature for use is available in almost all study courses with an increasing proportion of the English literature. The library regularly receives periodicals published in Latvia and abroad. Library provides the access to the electronic databases is provided to the students and academic staff. It is also rendering the copying, printing and scanning services.

#### *Infrastructure*

Study process in the study programme takes place in the premises of the BIA buildings in Riga at Lomonosova Street 4 and Lomonosova Street ¼. These buildings have classrooms equipped with modern technical aids - whiteboards, TV sets, VCRs, camcorders, multimedia projectors. Many classrooms are equipped with a stationary multimedia projector, screen, computer with internet connection and other technical means. Free Wi-Fi is available in all buildings. Cafes are located on the ground floors of the buildings for the needs of the students and staff of the BIA, there are also vending machines with various drinks.

#### *Information technologies*

The BIA uses modern IT technologies for the provision of the study process: computers for study and professional development, NEXUS internal information system, Internet, standard and special software, audio / video and office equipment, equipment for audiences (stationary and portable multimedia projectors). Functionality of the internal information system is being continuously improved.

Modernization of computers is carried out, thus providing a faster, more efficient and effective study process. Teachers and students are using the email system offered by the BIA to provide the better electronic communication.

In order to ensure the academic honesty and prevent plagiarism it is planned to start examining students' final theses with the unified computerized inter-university plagiarism control system. Further information on the compliance of the information base (including libraries), material-technical base and financial base with the implementation and achievement of study results in the study programme is provided in the Clauses 3.1- 3.3 of the Section 3, Part II.

### **3.2. Assessment of the study provision and scientific support, including the resources provided within the cooperation with other science institutes and institutions of higher education (applicable to the doctoral study programmes).**

### III - DESCRIPTION OF THE STUDY PROGRAMME (4. Teaching Staff)

#### 4.1. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.

The qualification and quantity of the academic staff employed in the academic Bachelor's program „Law Science” corresponds to the requirements of the Law on Higher Education Institutions and the Long-term operating and development strategy of BIA and its Personnel policy. The academic staff involved in the implementation of the study program: has PhD or Master's degree required for teaching a corresponding study course. The academic staff consists of specialists practising in the field of Law Science. The academic staff employed in the study program has experience in pedagogical work, as well as in the field of scientific research, which ensures synergy of studies and research work.

During the period from the academic year of 2013/2014 to the spring of academic year of 2020/2021 the academic staff has changed not only in terms of quantitative content, but it has also undergone improvement and qualitative changes.

Table 4.1.1.

Scientific degree of the academic staff involved in the academic Bachelor's study program „ Law Science”

	PhD Number	Master Number	Total	PhD Quant. %	Master Quant. %	TOTAL%
BIA in principal work	19	4	23	58%	12%	70%
BIA in ancillary work	3	7	10	9%	21%	30%
<b>TOTAL:</b>	<b>22</b>	<b>11</b>	<b>33</b>	<b>67%</b>	<b>33%</b>	<b>100%</b>

As it follows from the table, at the moment 33 academic staff have been engaged for the implementation of the study program “Law Science”. For 70 % of the lecturers BIA is the principal work place. From the total number of the lecturers 67 % of the academic staff consists of 22 academic personnel with PhD degree. 11 have Master's degree (4 in principal work at BIA, 7 in ancillary) academic staff have Master's degree (33 %), one of them has graduated from doctoral studies, and is a candidate of PhD in Law.

Based on academic positions (see Table 4.1.2) the study program is implemented by 4 professors (39 %), 4 associated professors (21%), 4 docents (21 %); 10 lecturers (53 %); 5 leading researchers (26 %).

Table 4.1.2.

Academic position of the academic staff involved in the academic Bachelor's study program „ Law Science”



	Associated professor		Professors		Docents		Lecturers		Leading researcher		Total:
	Number	%	Number	%	Number	%	Number	%	Number	%	
BIA in principal work	4	21	3	16	4	21	3	16	5	26	100
BIA in ancillary work			1	13			7	37			100
<b>Total</b>	<b>4</b>	<b>21</b>	<b>4</b>	<b>39</b>	<b>4</b>	<b>21</b>	<b>10</b>	<b>53</b>	<b>5</b>	<b>26</b>	

During the period from September 2013 to May 2021 I. Plotka (professor), N. Blūmenau (assoc. professor), T. Jurkeviča (assoc. professor), M. Sumbarova (assoc. professor) have become associated professors and professors.

In general, the qualification of docents is considered as corresponding. In the implementation of the academic Bachelor's study program "Law Science" the scientific and pedagogical experience of the lecturers ensures achievement of the goals of the education programs and improvement and development of the knowledge, skills and competences of the students.

#### **4.2. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

The Baltic International Academy provides opportunities for the docents to improve their professionalism, supporting them in performance of their scientific research activity, mastering innovative methods and new learning technologies, which can be used in study process.

The systemic way of thinking of the academic staff affects the development of the way of thinking of the students, encourages mastering main concepts of the Law Science and also develops analytical and critical thinking in relation to various scientific approaches and problems. The ability of the academic personnel to ensure a creative atmosphere, encourage students' interest and curiosity in the study process, develops the skills and abilities of the students to find various solutions in non-standard situations. By using interactive study methods, the academic staff develops communication skills of the students and their team-work skills, which is one of the most important professional traits of the future law specialist.

Any representative of the academic staff, reading lectures in the framework of the academic Bachelor's study program „Law Science”, has the following responsibilities:

##### **Included the qualification competence of the academic staff:**

- to develop and publish methodological materials for study courses, which he/she is supervising, to supplement and update MOODLE platform,
- to prepare PowerPoint presentations, distribution materials (summaries, assignments),

authentic illustrative material (video and audio), and other materials that optimize the educational process,

- to manage consulting for students - 4 hours per semester and pre-examination consulting, to lead open classes once a year within the framework of hospitalization and to attend at least 2 classes of their colleagues and participate in their discussions,
- to improve one's professional qualification, submitting relevant certificate,
- within the framework of program implementation to organize one event per year or actively participate in it: seminar, conference, round table, discussions, etc.,
- to participate in the events organized within the framework of implementation of the study program or BIA educational activities.

#### In international activity:

- to actively participate in international conferences, seminars, discussions and projects;
- to read lectures in the collaborating higher education institutions, including within the framework of the international mobility program

#### In the scientific research activity:

- to speak at scientific conferences and seminars, to publish scientific articles (at least 1 publication per year),
- to follow the latest publications of scientific literature, to adjust the lists of literature offered to students, to inform the library director about the need to supplement the library funds.

The qualification of academic personnel is considered as corresponding; in general, the implementation of the program involved faculty, which performs active research work, therefore, is able to ensure high quality in mastering of knowledge, related to latest scientific findings in the relevant field, as well as recognized professionals in the legal profession, who both directly and indirectly share their practical work experience, improving the skills and competences of their students. Therefore, the academic staff involved in the study program is able to form corresponding competences in students, by achieving the planned study results.

Table 4.2.1.

#### *Linking of the scientific research of the academic staff of the academic Bachelor's study program „Law Science” with the study courses to be presented and subjects of Bachelor's thesis*

No	Name, surname	Scientific degree	Elected position	Study courses	Subjects of the supervised diploma thesis/Bachelor's thesis
1.	Agešins Valērijs	Mg.hist.	Lecturer	History of Latvian law; History of foreign law; Human rights; Constitutional rights; European Union law	International and European Union law.

2.	Cvetkova Irina	Mg.iur.	Acting docent	State and legal theory; Legal ethics and communication culture; Protection of children's rights; Civil law. Property law; Municipal rights; Insolvency law; Consumer protection rights	Insolvency law and process, property law, property rights; obligations law.
3.	Gabrielyan Armen	Dr.iur.	Docents	Labour rights; European Union law; Public international law	Labour rights; European Union law; Public international law
4.	Jurkeviča Tatjana	Dr.iur.	Assoc. professor	Financial and tax law; Civil procedure law I, II; Commercial law; Civil law. Obligations law; private international law	Civil procedure, obligations law
5.	Mežulis Dainis	Dr.iur.	Assoc. professor	Intellectual property rights; Criminal law. General part; Criminal law. Special part	Criminal law
6.	Ņikuļceva Inese	Dr.iur.	Leading researcher	Human rights; Constitutional law	
7.	Ozerskis Arvīds	Dr.iur.	Leading researcher	Criminal law; Administrative law	Criminal law; Administrative law
8.	Pirogova Daiga	Mg.iur.	Lecturer	Administrative law; Administrative procedure	Administrative law
9.	Radionovs Jānis	Dr.iur.	Acting leading researcher	Commercial law; Civil law .Obligations law; Civil law. Property rights	Property law, obligations law, civil law.
10.	Sumbarova Marina	Dr.iur.	Assoc. professor	Criminal procedure law I, II; Criminal law. General part; Criminal law. Special part; Basics of forensics; Interrogation tactics; Law enforcement agencies	Criminal law, criminal procedure

11.	Zahars Vitolds	Dr.iur.	Leading researcher	Punishment enforcement rights	Punishment enforcement rights, legal aspects of resocialization.
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The academic staff has knowledge and professional experience on the subject, which is taught in the relevant field of Law Science. The study program ensures proportionality of the academic staff of the professional and academic environment, therefore, creating a balanced team, which is represented both by practitioners in the field of law and academic staff, which helps in achieving the planned goals of the study program and ensure both academic and practical knowledge.

Within the framework of the program, changes in the structure of positions are controlled and systematic improvement of the academic staff takes place. In general, the involvement of the academic staff is rated as positive.

**4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of the doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals may be additionally specified (if applicable).**

**4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

**4.5. Provide examples of the involvement of the academic staff in the scientific research and/or artistic creation activities both at national and at international level (in the fields related to the content of the study programme), as well as the use of the obtained information in the study process.**

The research activity of the academic staff takes place in accordance with the directions of scientific research of the faculty and is one of the main directions of BIA activity. To ensure a successful research process, BIA has a Scientific Methodological Council, a Research Institute for Social and Humanitarian Problems, a Scientific Council of the Academy, and a Doctoral Council.

The research topics of the academic staff of the study program are closely related to the content of the study program and the academic courses of each lecturer. The teaching staff of the study program develops the directions of their scientific activity. As part of these directions, they conduct

research, write scientific articles, participate in conferences, and supervise the scientific work of students and master students. The research work performed by the lecturers of the study program is used in the preparation of study course programs and in the training of students, and it has a direct impact on the study work.

The teaching staff of the study program regularly presents the results of their research to the scientific community by participating in conferences and scientific seminars organized by BIA, as well as conferences, symposia and congresses organized by other Latvian and foreign universities. The participation of the academic staff of the study program in international scientific conferences is reflected in the **Appendix**.

The list of the main scientific publications and prepared study literature of the academic staff involved in the implementation of the study program during the reporting period is reflected in the **Appendix**. The results of the research are reflected in published monographs, scientific articles and published conference materials, projects and other scientific activities.

The qualification of the teaching staff can be assessed as appropriate, because in general the implementation of the program involves both teaching staff who are actively engaged in research, thus able to provide high quality knowledge related to the latest scientific knowledge in the field and economically recognized professionals who are both directly and indirectly shares their practical work experience, improving students' skills. In general, the teaching staff involved in the program is able to develop appropriate competencies for students, achieving the set study results.

#### **4.6. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;
- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of the Council and the Senate of the Study Programme "Law Science";
- Control and analysis of the quality of the study process and teaching regularly carried out by the Council of the Study Direction "Law Science";
- Surveys and analysis of the graduates' job skills and employability;

- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme, their elimination and opportunities for the development of the programme;
- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Law Science" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

In accordance with the Regulations on Quality Assurance in Higher Education, BSA operates an internal quality assurance system. In its activities, BSA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BSA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the European higher education area.

# Annexes

III. Description of the Study Programme - 1. Indicators Describing the Study Programme		
Compliance of the joint study programme with the provisions of the Law on Institutions of Higher Education (table)		
Statistics on the students over the reporting period	BSA_STATISTIKA_TZ_2021_EN.7z	BSA_STATISTIKA_TZ_2021_LV.zip
III. Description of the Study Programme - 2. The Content of Studies and Implementation Thereof		
Compliance of the study programme with the State Education Standard	6_Pielikums_Bak_stud_programm_TIESIBU_atbilstiba_valsts_izgl_standartam_ENG.docx	6_Pielikums_Bak_stud_programm_TIESIBU_atbilstiba_valsts_izgl_standartam13.03.2021..docx
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	3_Pielikums_Studiju_kursa_kartējums_bakalaura_studiju_programmā "Tiesību zinātne"-ENG.docx	3_Pielikums_Studiju_kursa_kartējums_bakalaura_studiju_programmā "Tiesību zinātne".doc.docx
Curriculum of the study programme (for each type and form of the implementation of the study programme)	BACHELOR PROGRAMME_Study_plan_2021.docx	TZ_akad.bakalaura_studiju_programma_Studiju_Plani_2021.docx
Descriptions of the study courses/ modules	TZ_AK.BAK.KURSA_APRAKSTI_ar_saturu_ENG_10.05.2021. (1).doc	TZ.AKD.BAK_KURSA_APRAKSTI_ar_saturu_10.05.2021..doc
Description of the Study Direction - Other mandatory attachments		
Sample of the diploma to be issued for the acquisition of the study programme.	Diploms_Akad.Bc.TZ_2021_EN_14.08.2021..pdf	Diploms_Akad.Bc.TZ_2021_LV_14.08.2021..doc.pdf
Description of the Study Programme - Other mandatory attachments		
Document confirming that the higher education institution/ college will provide the students with the options to continue the acquisition of education in another study programme or at another higher education institution/ college (a contract with another accredited higher education institution/ college), in case the implementation of the study programme is discontinued	Contract_EKA-EN.pdf	ligums_ar_EKA.pdf
Document confirming that the higher education institution/ college guarantees to the students a compensation for losses if the study programme is not accredited or the licence of the study programme is revoked due to the actions of the higher education institution/ college (actions or failure to act) and the student does not wish to continue the studies in another study programme	acad_Bc_LS_performance_Oblig_EN.pdf	Akad_Bc_TZ_saistibu_izpilde_LV.pdf
Confirmation of the higher education institution/ college that the teaching staff members at least B2-level knowledge of a related foreign language according to European language levels (see the levels under www.europass.lv), if the study programme or any part thereof is to be implemented in a foreign language.	TZ_AK.BAK.Valodu_prasmes_ENG_2021.docx	TZ_AK.BAK.Valodu_prasmes_LV_2021.docx
If the study programmes in the study direction subject to the assessment are doctoral study programmes, a confirmation that at least five teaching staff members with doctoral degree are among the academic staff of a doctoral study programme, at least three of which are experts approved by the Latvian Science Council in the respective field or sub-field of science, in which the study programme has intended to award a scientific degree.		
If academic study programmes are implemented within the study direction, a document confirming that the academic staff of the academic study programme complies with the provisions set out in Section 55, Paragraph one, Clause three of the Law on Institutions of Higher Education	Apliecinājums_par_ak.personāla_atbilstību_AK.BAK_ENG (2).edoc	Apliecinājums_par_ak.personāla_atbilstību_AK.BAK_LV (1).edoc
Sample (or samples) of the study agreement	TZ_AkBak_Agreement_ENG_new.doc	TZ_AkBak_līgums_pl_new.docx
If academic study programmes for less than 250 full-time students are implemented within the study direction, the opinion of the Council for Higher Education shall be attached in compliance with Section 55, Paragraph two of the Law on Institutions of Higher Education.	Nr_13_BSA_Bak_par_250_stud_EN.pdf	Nr_13_BSA_Bak_par_250_stud (2).pdf

# Law science (45380)

Study field	<i>Law</i>
ProcedureStudyProgram.Name	<i>Law science</i>
Education classification code	<i>45380</i>
Type of the study programme	<i>Academic master study programme</i>
Name of the study programme director	<i>Irina</i>
Surname of the study programme director	<i>Cvetkova</i>
E-mail of the study programme director	<i>irina.cvetkova@bsa.edu.lv</i>
Title of the study programme director	<i>Mg.iur.</i>
Phone of the study programme director	<i>29186779</i>
Goal of the study programme	<ul style="list-style-type: none"> <li>- <i>implement academic studies in jurisprudence corresponding to the economic, cultural and social needs of the state;</i></li> <li>- <i>create an opportunity for students to acquire theoretical knowledge and research competences in jurisprudence, thus providing opportunities to obtain high-quality and competitive academic education;</i></li> <li>- <i>train highly qualified and competitive jurisprudence specialists;</i></li> <li>- <i>provide students with knowledge and competences of such a quality and at such level that after the acquisition of the programme they can continue the studies in doctoral programmes or to improve their knowledge by specializing in practical activities.</i></li> <li>- <i>implement academic studies in jurisprudence corresponding to the economic, cultural and social needs of the state;</i></li> <li>- <i>create an opportunity for students to acquire theoretical knowledge and research competences in jurisprudence, thus providing opportunities to obtain high-quality and competitive academic education;</i></li> <li>- <i>train highly qualified and competitive jurisprudence specialists;</i></li> <li>- <i>provide students with knowledge and competences of such a quality and at such level that after the acquisition of the programme they can continue the studies in doctoral programmes or to improve their knowledge by specializing in practical activities.</i></li> </ul>



Tasks of the study programme	<p><i>-provide students with the necessary knowledge and skills in jurisprudence by implementing the study courses provided in the study programme;</i></p> <p><i>-ensure the acquisition of consecutive study courses in high quality;</i></p> <p><i>-attract the most qualified teaching staff to teach study courses, including foreign lecturers in subjects not related to local law, as well as comparative law courses;</i></p> <p><i>-provide students with a scientific basis for professional activity, developing scientific analysis skills and the ability to solve problems independently, as well as preparing students for further scientific research studies;</i></p> <p><i>-stimulate the competitiveness of students in the changing socio-economic conditions of the local and international labour market;</i></p> <p><i>-implement internal quality control in order to ensure the development of the study programme;</i></p> <p><i>-cooperate with employers, other higher education institutions in Latvia and abroad, also creating greater opportunities for students to study in other foreign higher education institutions.</i></p>
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Results of the study programme	<p><b>Knowledge :</b></p> <ul style="list-style-type: none"> <li>-Demonstrate in-depth or extended knowledge and understanding, some of which corresponds to the most recent discoveries in the jurisprudence or professional field, and which provide a basis for creative thinking or research, including by participating in the interdisciplinary activities;</li> <li>-Use the acquired theoretical knowledge according to the relevant field of jurisprudence or professional sphere;</li> <li>-Demonstrate understanding and ethical responsibility for the potential impact of scientific results or professional activities on the environment and society;</li> <li>-Independently identify legal problems, plan solutions and provide reasoned and high-quality solutions to legal problems ;</li> <li>-Understand the meaning of legal sources and the methodology of their application.</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>-Ability to independently apply theory, methods and problem solution skills to perform research activities or highly qualified professional functions;</li> <li>-Ability to provide well-founded arguments and discuss complex or systemic aspects of the respective field of jurisprudence or professional field with both specialists and lay-men;</li> <li>-Ability to take responsibility for work outcomes and their analysis, use innovations;</li> <li>-Ability to independently formulate and critically analyse complex scientific and professional problems, to justify decisions and, if necessary, to conduct additional analysis;</li> <li>-Ability to independently perform in-depth legal analysis, discuss legal issues with specialists in jurisprudence and other fields.</li> </ul> <p><b>Competences:</b></p> <ul style="list-style-type: none"> <li>-Independently critically analyse complex scientific and professional problems in the relevant field of jurisprudence, formulate and justify decisions;</li> <li>-Be able to integrate knowledge of different fields, contribute to the creation of new knowledge, development of research or professional activity methods;</li> <li>-Use theoretical knowledge and current scientific research in preparing opinions in the relevant field of law ;</li> <li>-Provide creative and legally justified approach to solving legal problems at the national and international level;</li> <li>-Independently promote professional development and specialization of competence.</li> </ul>
Final examination upon the completion of the study programme	Master`s thesis

## Study programme forms

### Full time studies - 2 years - latvian

Study type and form	Full time studies
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Duration in full years	2
Duration in month	0
Language	latvian
Amount (CP)	80
Admission requirements (in English)	Persons who have obtained higher education in law (professional or academic bachelor's degree), provided that the total duration of full-time studies is at least 3 years.
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	Master's degree in social sciences in law science
Qualification to be obtained (in english)	---

#### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401

#### Full time studies - 2 years - english

Study type and form	Full time studies
Duration in full years	2
Duration in month	0
Language	english
Amount (CP)	80
Admission requirements (in English)	Persons who have obtained higher education in law (professional or academic bachelor's degree), provided that the total duration of full-time studies is at least 3 years.
Degree to be acquired or professional qualification, or degree to be acquired and professional qualification (in english)	Master's degree in social sciences in law science
Qualification to be obtained (in english)	---

#### Places of implementation

Place name	City	Address
Baltic International Academy	RĪGA	LOMONOSOVA IELA 4, LATGALES PRIEKŠPILSĒTA, RĪGA, LV-1003
Daugavpils branch of the Baltic International Academy	DAUGAVPILS	DZELZCEĻU IELA 3, DAUGAVPILS, LV-5401

### III - DESCRIPTION OF THE STUDY PROGRAMME (1. Indicators Describing the Study Programme)

**1.1. Description and analysis of changes in study programme parameters that have taken place since the issue of the previous accreditation certificate of study direction or the license of study programme if study programme is not included in the accreditation page of the study direction**

#### Characteristic indicators of the academic master's study programme "Law Science"

Name of the study programme	<b>Academic master's study programme "Law Science"</b>	
Code of the study programme in accordance with the Latvian Education Classification	<b>45380</b>	
Type and level of the study programme	<b>academic master's study programme</b>	
Level of qualification to be acquired (NQF/EQF)	<b>NQF/EQF - 7<sup>th</sup> level</b>	
Code of the occupation in the classification of occupations		
Amount of the study programme (CP, preferably also ECTS)	<b>80 CP (120 ECTS)</b>	
Form, type, and duration of the study programme (in case the duration cannot be measured in full years, specify the number of months ), as well as the language in which the study programme is implemented		
full-time, intramural form	<i>2 years</i>	<i>Latvian and English</i>
Place of implementation of the study programme	<i>Lomonosova street 4, Riga, LV-1003</i>	
Director of the study programme	<i>Irina Cvetkova, Mg.iur.</i>	
Admission requirements	Persons who have obtained a higher education in Law Science (professional or academic bachelor's degree) have the right to enrol in the BIA academic master's study programme "Law Science", on condition that the total duration of full-time studies is at least 3 years.	

Degree and academic qualification to be awarded	<i>Master's degree in social sciences in Law Science</i>
Possibilities for further studies	<i>the right to pursue studies in a doctoral study programme "Law Science", if the admission requirements of the relevant master's study programme have been met, which include appropriate prior knowledge for successful acquisition of this study programme (Regulations No. 512 "On the State Standard of Second Level Professional Higher Education").</i>
Study programme at another higher education institution which will provide the students with the options to continue the acquisition of education in case the implementation of the study programme is discontinued	<i>Riga Stradiņš University academic master's study programme "Law Science"</i>

The Baltic International Academy has extensive experience in implementing the professional master's study programmes "Private Law" and "Criminal Law" in the study direction "Law Science", as well as a relatively new academic master's study programme "Law Science" (01.04.2019, license No. 04030-60). The study direction "Law Science" and its study programmes regularly received accreditation for six years. The BIA currently provides four levels of education in the study direction "Law Science":

doctoral study programme	
academic master's study programme	academic master's study programme
academic bachelor's study programme	
first level higher education programme	

Academic higher education is a traditional higher education with the acquisition of fundamental in-depth theoretical knowledge in the relevant field of science content and scope of the academic higher education is determined by the "On the State Standard of Second Level Professional Higher Education". The strategic goal of the study programme is to provide students with the acquisition of theoretical knowledge and research skills in Law Science, achieving the learning outcomes specified in the study programme, which correspond to the knowledge, skills and competence of the 7<sup>th</sup> level of the European Qualifications Framework.

Taking into account the abovementioned, on 25.10.2018. the Council of the BIA study direction "Law Science" had performed elimination of the shortcomings indicated within the *Joint expert opinion for obtaining the study programme license within the direction*, also for the existing additional three directions of the study programme "Civil Law", "Criminal Law" and "International Law", offering to specialize in another innovative field of Law Science "Mediation", which is reflected in Table 1.1.1. and Table 1.2.1. In addition, the program is implemented in English.

Table 1.2.1. shows that the academic master's study programme "Law Science" is directed towards student-cantered education, actively involving students in the study process, using various

teaching methods (seminars, practical assignments and scientific work). The programme directions have been improved in terms of content and in addition to the existing three directions: "Civil Law", "Criminal Law" un "International Law", a new progressive and unique higher education direction "Mediation", in the field of Latvian education is created, which is developed in accordance with the requirements of the Directive 2008/52/EC of the EP and of the Council "On Certain Aspects of Mediation in Civil and Commercial Matters" [1] and Mediation Law of 22.05.2014.[2]

Although mediation has existed in Latvia for a long time, (like other out-of-court settlement mechanisms) it has not become as preferable as in many other countries of the world for various reasons. As soon as disputes in civil and administrative relations that are more difficult to resolve arise, people tend to seek a solution to these conflicts not through negotiation and compromise, but in the court, choosing it as the sole guarantor of a fair judgement. Mediation as an alternative to conflict resolution, which is taking an increasingly important place in various types of disputes and can be used in almost all areas: in resolution of both private, criminal and public conflicts, and acts as a successful alternative to out-of-court dispute resolution. Pursuant to Directive 2008/52/EC of the European Parliament and of the Council, the provisions of the law of 1 January 2015 have introduced a linkage between court and mediation, determining the duty of the judge to oblige both parties to use this process to resolve a dispute, by offering the parties a mediator from a list of certified mediators in order for the parties to try to reach a mutually acceptable agreement for resolution of their civil disputes through a mediator.

The Ministry of Justice supports the mediation process in the courts and is currently implementing the programme "Free Mediation in Family Disputes" to provide support to families in resolving such disputes and disagreements, which are affecting the best interests of children, by offering free mediation.<sup>[3]</sup>

Within the direction, the students acquire both knowledge in mediation, and basic skills of dialogue, communication and conflict resolution, so that the graduates can successfully use them both in professional activities and daily life, as well as in the future, based on the knowledge received from the study programme, to obtain a mediator's certificate in accordance with the procedure specified in the CM Regulation No.433 "Procedure for Certification and Attestation of Mediators" of 05.08.2014.[4]

Type and form of the study programme studies – full-time intramural form, has been changed, without providing part-time intramural form studies, as well as the training is provided in Latvian. The study programme is implemented in Riga.

Implementation of the study courses of the programme is organized in the form of lectures, seminars and practical classes. In the lectures, the students are provided with theoretical knowledge, using the latest pedagogical methods, including the necessary modern technical tools and resources. In the seminars, the students are taught to use the acquired theoretical knowledge to solve relevant legal problems in practice. This is implemented by organizing students' individual work, group work and independent home assignments, as well as discussions, debates, business games and case-solving.

A detailed description of the study course has been developed for each study course, which was approved at the meeting of the Council of the study direction "Law Science". The descriptions of the study course provided a description of the study course content, a specific course plan, course acquisition requirements, results, as well as the required and additional literature to be used

[1] 21.05.2008. EIROPAS PARLAMENTA UN PADOMES DIREKTĪVA 2008/52/EK par konkrētiem mediācijas aspektiem civillietās un komercietās. Pieejams: <https://eur-lex.europa.eu/eli/dir/2008/52/oj/?locale=LV>

[2] 22.05.2014. Latvijas Republikas Mediācijas likums. Pieejams: <https://likumi.lv/ta/id/266615-mediācijas-likums>

[3] Mediācija. TM. Pieejams: <https://www.tiesas.lv/Contents/Item/Display/5267>

[4] 05.08.2014. MK noteikumos Nr.433 "[Mediatoru sertifikācijas un atestācijas kārtība](#)". Pieejams: <https://likumi.lv/ta/id/268136-mediatoru-sertifikācijas-un-atestācijas-kartība>

**1.2. Analysis and assessment of the statistical data on the students of the respective study programme, the dynamics of the number of the students, and the factors affecting the changes to the number of the students. The analysis shall be broken down in the different study forms, types, and languages.**

<b>Number of students enrolled in the academic master's study program " Law Science" Riga ,Daugavpils</b>				
Nr. p.k	Self - evaluation criteria			
			2019/2020	2020/2021
1	Number of students on the academic 01.10.2019			
			<b>6</b>	5
	Of them	full time	6	5
2	Uzņemto studējošo skaits			
			<b>6</b>	3
	Of them	1.course full time	6	3
3	Number of students who have studied abroad within the framework of exchange programs (ERASMUS)			
	Of them	kol	0	
4	Number of foreign students in the program			
			<b>0</b>	
5	Number of graduates			
			<b>0</b>	
6	Student dropout.			
			<b>0</b>	4
	Of them	1.course full time		4
7	Number of students by study program implementation languages			
	Of them	Latvian	6	5

Provided that the programme was licensed relatively recently – in 2019, the number of students is small and there are no graduates yet. Students of the academic master's study programme study

only for the financial resources of natural persons. At the beginning of the academic year 2020/2021, the total number of students is 6.

### 1.3. Analysis and assessment of the interrelation between the name of the study programme, the degree or professional qualification to be acquired or the degree and professional qualification to be acquired, the aims, objectives, learning outcomes, and the admission requirements.

The aim and objectives of the academic master's study programme, as the achievable learning outcomes are based on the following normative documents:

1. [The Cabinet Regulations No.240 "Regulations on the State Academic Education Standard"](#)
2. The Cabinet of Ministers Regulation No. 322 "[Regulations on the Classification of the Latvian Education](#)" (13.06.2017);
3. [European Qualifications Framework](#);
4. The Cabinet Regulations No. 795 "[On Alternative Fuels Development Plan 2017-2020](#)" (11.12.2018);
5. [Guidelines for the Preparation of the Description of a Study Programme](#) (31.01.2019);
6. The Cabinet of Ministers Regulation No. 793 "[Regulations Regarding Opening and Accreditation of Study Fields](#)" (11.12.2018);
7. [Guidelines for the Preparation of the Self-Assessment Report of a Study Direction](#) (04.03.2019)
8. [Standards and Guidelines for Quality Assurance in the European Higher Education Area \(ESG\)](#) (15.05.2019).

Upon successful completion of the academic master's study programme "Law Science", an academic master's degree in Law Science is obtained, which allows the graduate to apply for positions of higher levels, where the requirements for a master's degree are pursued in both the private and public sectors, as the student would have obtained in-depth theoretical knowledge and analytical skills based on research and creative activities.

The title of the academic master's study programme, the degree to be awarded, the aims and objectives, as well as the admission requirements are interrelated and eligible.

Table 1.3.1.

#### The aim and objectives of the academic master's study programme "Law Science"

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##### The aim of the academic master's study programme "Law Science" (PM)

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implement academic studies in Law Science corresponding to the economic, cultural and social needs of the state;

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create an opportunity for students to acquire theoretical knowledge and research competences in Law Science, thus providing opportunities to obtain high-quality and competitive academic education;

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train highly qualified and competitive Law Science specialists;

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provide students with knowledge and competences of such a quality and at such level that after the acquisition of the programme they can continue the studies in doctoral programmes or to improve their knowledge by specializing in practical activities.

### **The objectives of the academic master's study programme "Law Science" (PM)**

provide students with the necessary knowledge and skills in Law Science by implementing the study courses provided in the study programme

ensure the acquisition of consecutive study courses in high quality

attract the most qualified teaching staff to teach study courses, including foreign lecturers in subjects not related to local law, as well as comparative law courses

provide students with a scientific basis for professional activity, developing scientific analysis skills and the ability to solve problems independently, as well as preparing students for further scientific research studies

stimulate the competitiveness of students in the changing socio-economic conditions of the local and international labour market

implement internal quality control in order to ensure the development of the study programme

cooperate with employers, other higher education institutions in Latvia and abroad, also creating greater opportunities for students to study in other foreign higher education institutions

Table 1.3.2

### **Interrelation between the aims (PM), objectives (PU) and learning outcomes (SR) of the academic master's study programme "Law Science"**

<b>PM</b>						
PU1	PU2	PU3	PU4	PU5	PU6	PU7
ZR2; ZR4; PR1; PR2; PR4; PR5; CP1; CP2; CP3	ZR1; ZR2; ZR4; ZR5; PR1; PR5; PR6; CP1; CP2; KP3	ZR2; ZR4; PR1; PR2; PR3; PR4; PR5; CP1; CP1; CP2; CP3; CP4	ZR1; ZR5; PR4; CP1; CP2; CP3	ZR2; ZR4; ZR5; PR2; PR3; CP1; CP4'CP5	ZR1; ZR2; ZR3; ZR4; ZR-5; PR1; PR2; PR4; PR5; CP1; CP2; CP3; CP4	ZR2; ZR3; PR1; PR2; PR3; PR4; PR5; CP1; CP2; KP4

The aim and objectives of the second level higher education academic master's study programme "Law Science", as well as the knowledge, skills and competence acquired during the studies correspond to the seventh level of the LQF.

Table 1.3.3

**Interrelation between knowledge, skills and competences and the learning outcomes of the masters' study programme to the Latvian Qualifications Framework (LQF) level 7**

LQF 7.	<i>Able to demonstrate in-depth or extended knowledge and understanding, from which some represent most recent discoveries in the respective field of science or professional area and which provide basis for creative thinking or research, including by working in interdisciplinary areas</i>	<i>Able to independently apply theory, methods and problem solution skills in research or artistic activities or highly qualified professional functions Able to provide well-founded arguments and discuss complex or systemic aspects of the respective field of science or professional area with both – specialists and laymen. Able to independently advance improvement of own competences and specialisation, to assume responsibility for results of work of personnel groups and to analyse them, to perform entrepreneurial activities, innovations in the respective field of science or profession, to perform work, research or further studies in complex and unforeseen circumstances and, if necessary, modify these by applying new approaches</i>	<i>Able to independently formulate and critically analyse complex scientific and Professional problems, to justify decisions and, if necessary, to conduct additional analysis. Able to integrate knowledge of various areas, to contribute to creation of new knowledge, development of research or professional methods, to demonstrate understanding and ethical responsibility for potential environmental and public impact of results of science or professional activities</i>
<b>Learning outcomes (SR)</b>	<b><u>Knowledge</u></b>	<b><u>Skills</u></b>	<b><u>Competences</u></b>

Learning outcomes of the second level higher education academic master's study programme "Law Science"	Demonstrate in-depth or extended knowledge and understanding, some of which corresponds to the most recent discoveries in the Law Science or professional field, and which provide a basis for creative thinking or research, including by participating in the interdisciplinary activities (ZR1)	Ability to independently apply theory, methods and problem solution skills to perform research activities or highly qualified professional functions (PR1)	Independently critically analyse complex scientific and professional problems in the relevant field of Law Science, formulate and justify decisions (CP1)
	Use the acquired theoretical knowledge according to the relevant field of Law Science or professional sphere (ZR2)	Ability to provide well-founded arguments and discuss complex or systemic aspects of the respective field of Law Science or professional field with both specialists and lay-men. (PR2)	Be able to integrate knowledge of different fields, contribute to the creation of new knowledge, development of research or professional activity methods (CP2)
	Demonstrate understanding and ethical responsibility for the potential impact of scientific results or professional activities on the environment and society (ZR3)	Ability to take responsibility for work outcomes and their analysis, use innovations (PR3)	Use theoretical knowledge and current scientific research in preparing opinions in the relevant field of law (CP3)
	Independently identify legal problems, plan solutions and provide reasoned and high-quality solutions to legal problems (ZR4)	Ability to independently formulate and critically analyse complex scientific and professional problems, to justify decisions and, if necessary, to conduct additional analysis (PR4)	Provide creative and legally justified approach to solving legal problems at the national and international level (CP4)
	Understand the meaning of legal sources and the methodology of their application (ZR5)	Ability to independently perform in-depth legal analysis, discuss legal issues with specialists in Law Science and other fields (PR5)	Independently promote professional development and specialization of competence (CP5)

Admission of applicants to the Baltic International Academy in full-time second-level higher education academic master's study programme "Law Science" is carried out in accordance with the Admission Regulations and Enrolment Procedures (hereinafter – the Regulations) (Approved on October 23, 2020 at the BIA Senate meeting, minutes No.

140) [https://bsa.edu.lv/wp-content/docs/admission/uznemsanas\\_noteikumi\\_BSA\\_2020\\_21.pdf](https://bsa.edu.lv/wp-content/docs/admission/uznemsanas_noteikumi_BSA_2020_21.pdf)

The requirements specified in the Regulations (Part 1; Part 2, Clauses 8, 9, 10, 22; Chapter VI) are the basis for ensuring the achievement of the aim, objectives and learning achievements of the study programme, which indicate to the fact that all the above-mentioned factors are interrelated.

### **III - DESCRIPTION OF THE STUDY PROGRAMME (2. The Content of Studies and Implementation Thereof)**

**2.1. Assessment of the relevance of the content of the study course/ module and the compliance with the needs of the relevant industry and labour market and with the trends in science. Provide information on how and whether the content of the study course/ module is updated in line with the development trends of the relevant industry, labour market, and science. In case of master's and doctoral study programmes, specify and provide the justification as to whether the degrees are awarded in view of the developments and findings in the field of science or artistic creation.**

The Baltic International Academy's academic master's study program "Law Science" has been established with the aim of promoting the competitiveness of BIA and developing the opportunities of its graduates in the labor market. Unlike the professional master's study program and similar academic programs in other universities, BIA academic master's study program "Law" has a unique research deviation in four directions of law - *Civil Law, Criminal Law, International Law and Mediation*, providing students with the opportunity to acquire fundamental and in-depth academic knowledge and develop law. the competencies of scientific specialists in the relevant field of legal science, including the promotion of independent research and analysis of topical issues and problems in the field. This would ensure the entry of academically educated legal specialists into the labor market, expand the opportunities for cooperation with foreign universities that implement programs of a similar format. In addition, the academic professional development of the teaching staff would be promoted.

The academic master's education program "Law Science" by the Baltic International Academy (also referred to hereinafter as BIA) provides an opportunity to acquire fundamental and in-depth theoretical knowledge, development of research skills and abilities in the relevant field of law.

The goal and objectives of the education program meet the long-term operation and development strategy of BIA, its priority lines of research and the goals and objectives of the "Law Science" field of studies; there are focused on further improvement of competence in Law Science.

The goal and objectives of the program are achieved through the continuity and mutual coherence of education programs of all levels – level 1 and 2 "Law Science" higher education program, the master's program and the doctoral education program. The program is developed in observance of the provisions of the Bologna Declaration in respect of the European Higher Education Area and meets the effective national academic education standards. Successful completion of the academic

master's education program is a prerequisite for further education in the doctoral education program "Law Science".

The curriculum implemented within the boundaries of the program gives students appropriate profound knowledge, skills and competence in the legal domain. The content of the education program has been assessed and updated to meet the requirements of the industry and the labour market, as well as research trends.

In terms of content, the image of the program is shaped so as to achieve the set goal of the master's education program and fulfil the objectives of the program defined as necessary for achieving the goal thereof. Organisation of the study process relies on a number of principles – quality, sustainability, continuity and cooperation. Similar to the methodological and principal study courses, the design of the academic master's education program considers the specific goals and objectives thereof to define four focus areas in different domains of legal science – civil law, criminal law, international law and mediation.

The structure of the program is logical and student-centred, conducting independent research efforts and purposeful development of practical skills in line with the domain-specific principles of legal science. The program meets the currently relevant requirements of the labour market towards experts in legal professions. The education program and the study courses developed within the boundaries thereof are tuned to the current development trends of legal science, thus offering competitive education.

In general, the program is focused at the achievement and fulfilment of the defined goals and objectives to a high quality. The strategic goal of the program is to provide academic studies meeting the economic, cultural and social needs of the country and the labour market, as well as to implement the acquisition of in-depth knowledge and skills relevant to the industry in general and the particular specialist field along the four lines of the program and prepare students for creative research and educational work in the industry. The content of the education program meets the seventh Latvian Qualifications Framework level, as well as the academic higher education standard for academic master's education programs.

#### *Appropriateness of the education program and the study courses to the labour market needs*

The academic master's education program "Law Science" has been developed in accordance with:

- *"The National Concept for the Development of Higher Education and Institutions of Higher Education of Latvia for 2013 - 2020"*<sup>[3]</sup>, which emphasises the need to reinforce cohesion between education, research and business to pursue excellence and innovation as one of the challenge areas for Latvian higher education;
- *"The Sustainable Development Strategy of Latvia until 2030"*<sup>[4]</sup>, which addresses the development trends in education by stating that technological awareness, the ability to integrate skills and competences from different sectors, creative capabilities, human and risk management requirements and openness to international and cross-cultural cooperation are becoming ever more important;
- *"The National Development Plan of Latvia for 2021 - 2027 (NAP2027)"*<sup>[5]</sup>, which points out that further growth of the national economy and improvement of the quality of life for the population of Latvia depend on the ability to produce new knowledge-based competitive advantages in a rapidly changing environment, that is, to increase productivity through investment in human capital, research and innovation, as well as implementation of new digital technologies. In turn, the government acts in reliance upon supremacy of law, justice, proportionality and other principles of a state governed by the rule of law, and is able to render quick and efficient assistance in safeguarding one's rights to everyone, especially

those of the disadvantaged groups. Formation and enhancement of awareness of one's rights, legal behaviour and legitimate expectations are conducted by both the possibility of fulfilling and protecting one's rights and the independent and efficient system for the defence of rights; therefore, people trust the state and participate in the process of governance thereof.

As evidenced by an analysis of job advertisements, the demand for experts of legal professions is rather high.

Table 2.1.1.

#### Labour market demand assessment (as of 01.02.2021)

No.	Profession	<a href="https://cvvp.nva.gov.lv/">https://cvvp.nva.gov.lv/</a>	<a href="https://www.visidarbi.lv">https://www.visidarbi.lv</a>	<a href="https://cv.lv/lv/">https://cv.lv/lv/</a>	<a href="https://www.vp.gov.lv/">https://www.vp.gov.lv/</a>	Total
1	Lawyer	7	35	28	1	64
2	Senior Lawyer		3	2		5
3	Assistant Lawyer		7	3		10
4	Legal Counsellor	17	9	5		14
5	Legal Department Director		3	2		5
6	Attorney		1	1		2
7	Policeman	18			6	6
8	Other jobs with legal education		25	32	3	60
<b>Total:</b>		<b>32</b>	<b>83</b>	<b>73</b>	<b>10</b>	<b>198</b>

According to [www.cv.lv](http://www.cv.lv), 46 of the total of 83 vacancies under "Law Science / Law" offer the position of a lawyer to specialists in the industry.

Vacancies listed under "Law, Legal Services" at [www.visidarbi.lv](http://www.visidarbi.lv) offer 3 positions of a senior lawyer and 3 positions of a legal department director.

Official website of the State Employment Agency <https://cvvp.nva.gov.lv/> lists 32 vacancies for people of legal profession.

Therefore, professionals in the domain of law and legal science experts are sought after by the labour market, so legal science education retains its relevance.

Table 2.1.2.

#### Planned amendments to the academic master's education program "Law Science"

<b>Compliance of the content of the education program with the state academic education standard</b> (Regulations of the Cabinet of Ministers No. 240 of May 13, 2014 "Regulations on the State Academic Education Standard")	<b>Compliance of the content of the education program with the state academic education standard</b> (Regulations of the Cabinet of Ministers No. 512 of August 26, 2014 "Regulations on the State Second Level Higher Vocational Education Standard")
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<b>Name of the education program</b>	Academic master's program "Law Science"	Academic master's program "Law Science"
<b>Code of the education program in accordance with the Latvian education classification</b>	45380	45380
<b>Duration and scope of implementation of the education program</b>	2 years, 80 CP	2 years, 80 CP
<b>Mode and form of studies in the program</b>	Full-time intramural mode – 2 years	Full-time intramural mode – 2 years Part-time intramural mode – 2 years and 6 months
<b>Education program implementation site</b>	4 Lomonosova Street, Riga, LV-1003	4 Lomonosova Street, Riga, LV-1003
<b>Education program implementation language</b>	Latvian, English	Latvian
<b>Awarded degree, or awarded degree and qualification</b>	Degree of a Master of Social Sciences in Law Science	Degree of a Master of Social Sciences in Law Science
<b>Structure of the program</b>	Part A – Compulsory study courses 24 CP/36 ECTS	Part A – Compulsory study courses (24 CP)
	Part B – Compulsory electives 26 CP/39 ECTS	Part B – Compulsory electives (26 CP)
	Term papers with publications in scientific journals 4 CP/6 ECTS	Term papers with publications in scientific journals (4 CP)
	Research scientific training 6 CP/9 ECTS	Research scientific training (6 CP)
	Integration of a Master's Thesis 20 CP/30 ECTS	Integration of a Master's Thesis (20 CP)

<b>Part A Description of compulsory study courses</b>	<b>Part A (compulsory courses)</b>	<b>Part A (compulsory courses)</b>
	Current Issues of the Theory of Law 3 CP/4.5 ECTS	Current Issues of the Theory of Law
	Logics and Methodology of Scientific Research 3 CP/4.5 ECTS	Logics and Methodology of Scientific Research (3 CP)
	Didactics of Higher Education Institutions 3 CP/4.5 ECTS	Didactics of Higher Education Institutions (3 CP)
	Human Rights in Europe 3 CP/4.5 ECTS	Human Rights in Europe (3 CP)
	Cross-Border Disputes and Mechanisms for Resolution thereof 4 CP/6 ECTS	Cross-Border Disputes and Mechanisms for Resolution thereof (4 CP)
	Interaction between International Private Law and Public Law 2 CP/3 ECTS	Interaction between International Private Law and Public Law (2 CP)
	Comparative Constitutional Law 6 CP/9 ECTS	Comparative Constitutional Law (6KP)



<b>Part B - Compulsory electives</b> <b>"Civil Law" area</b>	<b>"Civil Law" area</b>	<b>"Civil Law" area</b>
	Civil Law Rights Protection Mechanism in Europe 3 CP/4.5 ECTS	Civil Law Rights Protection Mechanism in Europe (3 KP)
	Current Issues of Civil Procedure in Latvia and International Civil Procedure 6 CP/9 ECTS	Current Issues of Civil Procedure in Latvia and International Civil Procedure (6 CP)
	Settlement of Legal Issues of Family and Inheritance 5 CP/7,5 ECTS	Settlement of Legal Issues of Family and Inheritance (5 CP)
	Agenda of the Law of Obligations and Commercial Transactions 6 CP/9 ECTS	Agenda of the Law of Obligations and Commercial Transactions (6 CP)
	Legal Regulation of Public Procurements 4 CP/6 ECTS	Legal Regulation of Public Procurements (4 KP)
	Personal Data Protection 2 CP/3 ECTS	Personal Data Protection (2 CP)
	<b>"Criminal Law" area</b>	<b>"Criminal Law" area</b>
	Current Issues of Criminal Law 6 CP/9 ECTS	Current Issues of Criminal Law (6 CP)
<b>Part B Compulsory electives.</b> <b>"Criminal Law" area</b>	Current Issues of Criminal Procedure 6 CP/9 ECTS	Current Issues of Criminal Procedure (6 CP)
	Policy of Criminal Punishment 6 CP/9 ECTS	Policy of Criminal Punishment (6 CP)
	International Criminal Law 3 CP/4.5 ECTS	International Criminal Law (3 CP)
	Issues of the Theory of Forensics and Investigatory Operations 5 CP/7,5 ECTS	Issues of the Theory of Forensics and Investigatory Operations (5 CP)
<b>Part B Compulsory electives.</b> <b>"International Law" area</b>	<b>"International Law" area</b>	<b>"International Law" area</b>

	International Trade Law 5 CP/7,5 ECTS	International Trade Law (5 CP)
	Legal Issues of International Transportation 6 CP/9 ECTS	Legal Issues of International Transportation (6 CP)
	International (European) Labour Law 6 CP/9 ECTS	International (European) Labour Law (6 CP)
	International Legal Cooperation and Dispute Settlement 3 CP/4.5 ECTS	International Legal Cooperation and Dispute Settlement (3 CP)
	Legal Regulation of Public Procurements 4 CP/6 ECTS	Legal Regulation of Public Procurements (4 CP)
	Personal data protection 2 CP/3 ECTS	Personal data protection (2 CP)
<b>Part B Compulsory electives. "Mediation" area</b>	<b>"Mediation" area</b>	
	Theory and Legal Regulation of Mediation 3 CP/4.5 ECTS	
	Methods, Principles and techniques of Mediation 4 CP/6 ECTS	
	Intercultural Dialogue in Mediation 2 CP/3 ECTS	
	Conflict Analysis and Processing Methods 4 CP/6 ECTS	
	Constructiveness and Dialogue in Mediation 2 CP/3 ECTS	
	Children's Rights Protection in Mediation 3 CP/4.5 ECTS	
	Career Development, Ethics and Health of a Mediator 1 CP/1.5 ECTS	

	Mediation in Civil Law Disputes 3 CP/4.5 ECTS	
	International Mediation 4 CP/6 ECTS	
<b>Part C Courses in research, creative work, design and management studies</b>	Term papers with publications in scientific journals 4 CP/6 ECTS	Term papers with publications in scientific journals (4 CP)
<b>Internship</b>	Research scientific training 6 CP/9 ECTS	Research scientific training (6 CP)
<b>Development and defence of a Master's Thesis</b>	Integration of a Master's Thesis 20 CP/30 ECTS	Integration of a Master's Thesis (20 CP)

The academic master's education program "Law Science" was licensed in 2018 and is being updated in furtherance of one of the recommendations stated in the experts' findings of October 25, 2018, which suggested the inclusion of an additional area of studies into the program. In conjunction with the BIA strategic program, the currently effective legal regulatory framework in Latvia, EU requirements and international trends, the BIA academic master's education program "Law Science" was supplemented with a new higher education area "Mediation", a progressive and unique line of studies in the Latvian educational environment, as per the requirements of the EP and Council Directive 2008/52/EC of March 21, 2008 on certain aspects of mediation in civil and commercial matters [1] and the Mediation Law of May 22, 2014.[2] Mediation is undergoing dynamic development in many areas of the world, especially the European countries. Mediation as an alternative conflict settlement method is widely used all across the EU in almost every area, for the settlement of private and public conflicts, and as a useful alternative conflict resolution procedure that requires no recourse to a court. However, in order for the mediation process to be productive and professionally guided, mediators capable of governing the process in a high-quality manner must be trained and appropriately educated. Intended both for lawyers-mediators and experts in other professions, this newly developed area of studies is unique, as it combines legal science with psychology and communication.

#### *Appropriateness of the education program and the study courses to the needs of the industry*

A comparison between the vocational master's education program "Law Science" and the academic master's education program "Law Science" shows that these have been developed in reliance upon different regulatory documents and requirements.

The academic master's education program "Law Science" has been developed in accordance with the Regulations of the Cabinet of Ministers No. 240 "Regulations on the State Academic Education Standard", and the volume thereof is 80 credit points (120 ECTS), 24 of which comprise the compulsory part, 26 are attributed to specific areas of studies, and 20 more credit points are granted from the development of the Master's Thesis.

In view of the above, the academic master's education program is aimed at increasing the academic competence.

*Comparison between the BIA academic master's education program "Law Science" and similar education programs in Latvia and the EU.*

In order to assess the competitive performance of the BIA academic master's education program "Law Science" and compliance thereof with the labour market's requirements, it was compared to other similar programs in Latvia and Europe. The following comparison factors were selected to define compliance of the program: enrolment requirements, duration of the studies, volume of the program in credit points, structure of the program, state examination and the goal of the studies.

The academic master's education program "Law Science" has been compared to the similar education programs by the University of Latvia (LU) and the Riga Stradiņš University (RSU). The comparison is summarised in Table 2.1.4.

Table 2.1.3.

**Comparison between the similar education programs of the Baltic International Academy (BIA), the University of Latvia (LU) and the Riga Stradiņš University (RSU)**

<b>Educational institution</b>	<b>BIA</b>	<b>The University of Latvia</b>	<b>Riga Stradiņš University</b>
<b>Name of the education program</b>	<i>Law Science</i>	<i>Law and Organisation Management</i>	<i>Law Science</i>
<b>Duration of the studies</b>	4 semesters	3 semesters	4 semesters
<b>Volume</b>	80 CP (120 ECTS)	60 CP (90 ECTS)	80 CP (120 ECTS)
<b>Final examinations</b>	Master's Thesis	Master's Thesis	Development and defence of a Master's Thesis
<b>Results of the studies</b>	Degree of a Master of Social Sciences in Law Science	Degree of a Master of Social Sciences in Law Science	Academic Degree of a Master of Social Sciences in Law Science
<b>Comparison between the study courses and the volume thereof</b>	Current Issues of the Theory of Law 3 CP  Logics and Methodology of Scientific Research 3 CP		<a href="#">Legal Methods and Relevant Issues of the Theory of Law</a> 4 CP

Human Rights in Europe 3 CP		Human Rights Protection Mechanism in Europe 3 CP
Cross-Border Disputes and Mechanisms for Resolution thereof 4 CP	Legal Dispute Resolution Mechanisms 2 CP	Institutional System for the Defence of Rights in the European Union 2 CP
Didactics of Higher Education Institutions 3 CP		Basic Pedagogical Skills 4 CP
Comparative Constitutional Law 6 CP		Constitutional Law and the Theory of Law 3 KP
Interaction between International Private Law and Public Law 4 CP		Current Issues of International Public Law 2 CP
Current Issues of Criminal Law 6 CP	Analysis of Criminal Law Risks in Business and Organisation Management 2 CP	Criminal Law 2 CP
Current Issues of Criminal Procedure 6 CP		Criminal Procedure 2 CP
		Current Issues of the Development and Prevention of Crime 2 CP
		Issues of Money Laundering Prevention 2 CP
Policy of Criminal Punishment 5 CP		
International Criminal Law 5 CP		
Issues of the Theory of Forensics and Investigatory Operations 5 CP		

Civil Law Rights Protection Mechanism in Europe 5 CP		
Current Issues of Civil Procedure in Latvia and International Civil Procedure 6 CP		Civil Procedure 2 CP
Settlement of Legal Issues of Family and Inheritance 5 CP		Family and Inheritance Law 2 CP
Agenda of the Law of Obligations and Commercial Transactions 6 CP	<a href="#">Contract Law and Property Law</a> 3 CP	Right in Rem and Right in Personam 2 CP
Alternative Resolution of Civil Law Disputes 5 CP		
Legal Regulation of Public Procurements 4 CP	Public Procurement Management 2 CP	
Personal Data Protection 2 CP	<a href="#">Management of Personal Data and Commercial Secret</a> 2 CP	
International Trade Law 5 CP		
Legal Issues of International Transportation 6 CP		
International (European) Labour Law 6 CP	International (European) Labour Law 2 CP	Labour Law of the European Union 2 CP
International Legal Cooperation and Dispute Settlement 5 CP		<a href="#">Issues of International Legal Cooperation</a> 2 CP

	Theory and Legal Regulation of Mediation 3 CP		
	Methods, Principles and techniques of Mediation 4 CP		
	Intercultural Communication in Mediation 2 CP		
	Conflict Analysis and Processing Methods 4 CP		
	Children's Rights Protection in Mediation 2 CP		
	Children's Rights Protection in Mediation 3 CP		
	Career Development, Ethics and Health of a Mediator 1 CP		
	Mediation in Civil Law Disputes 1 CP		
	International Mediation 4 CP		
		Civil Defence 1 CP Environment Protection 1 CP Environment Protection and the Legal Aspects thereof 2 CP	Civil Defence and Environment Protection 2 CP
		Corporate Management Law 3 CP	

	General Concepts of the Latvian Legal System 2 CP	Introduction to Legal Science and Civil Law 2 CP
	Legal Aspects of Personnel Management 2 CP	
	State Institutional System and Administrative Procedure 2 CP	Administrative Law and Administrative Procedure 3 CP
	Intellectual Property in Business 2 CP	Intellectual Property Rights in the Digital Environment 2 CP
	Practical Aspects of Drafting of Legal Documents 2 CP	
	Competition Law 2 CP	
	International Media Law 2 CP	Information Community Law 2 CP
		New Technologies in the Detection and Prevention of Crime 2 CP
		Medical and Legal Issues of Communication 2 CP
		Current Issues of Protection of the Rights of Healthcare Practitioners and Patients 2 CP
		Social Psychology 3 CP
		Legal Issues of Biomedicine 2 CP
		Exercise of Human Rights and Defence thereof in the Digital Environment 2 CP



			Current Issues of Social Law in the European Union 2 CP
			Electronic Commerce and Taxes 2 CP
			New Technologies in the Detection and Prevention of Crime 2 CP
			Issues of Globalisation and Development of International Law 2 CP
			Medical and Legal Issues of Communication 2 CP
	Term papers with publications in scientific journals 4 CP		
	Research scientific training 6 CP		Design of creative research, preparation of the thesis and presentation of the results 4 CP

Table 2.1.4.

**Duration, credit points, goals and enrolment requirements of the education program of the Baltic International Academy (BIA) compared to similar education programs of the University of Latvia (LU) and the Riga Stradiņš University (RSU)**

<b><i>Name of the higher education institution</i></b>	<b>BIA</b>	<b>The University of Latvia</b>	<b>Riga Stradiņš University</b>
<b><i>Name of the education program</i></b>	<b><i>Law Science</i></b>	<b><i>Law and Organisation Management</i></b>	<b><i>Law Science</i></b>
<b><i>Code of the education program:</i></b>	<b>45380</b>	<b>45380</b>	<b>45380</b>

<b><i>Awarded degree:</i></b>	<b>Degree of a Master of Social Sciences in Law Science</b>	<b>Degree of a Master of Social Sciences in Law Science</b>	<b>Academic Degree of a Master of Social Sciences in Law Science</b>
<b><i>Awarded qualification:</i></b>			
<b><i>Duration of the studies</i></b>	2 years	1.5 years	2 years
<b><i>Volume of the education program</i></b>	80 CP or 120 ECTS	40 CP or 60 ECTS	40 CP or 60 ECTS
<b><i>Compulsory content of the education program</i></b>	Compulsory part 24 CP	Compulsory part 12 CP	Compulsory part 4 CP
	Provisional selection part 26 CP	Compulsory electives 2 CP	Compulsory electives 10 CP
<b><i>Internship</i></b>	Research scientific training 6 CP		Internship 6 CP
<b><i>State examination</i></b>	Master's Thesis 20 CP	Master's Thesis 20 CP	<b>Development and defence of a Master's Thesis 20 CP</b>

<b>Goal of the studies</b>	provide students with an opportunity to gain theoretical knowledge and learn practical skills in the legal science in order to train highly qualified and competitive law experts who would be able to fit into the Latvian and international labour market and possess broad knowledge of the law of the European Union.	ensure the complex of knowledge, skills and competences in the domain of legal science required in organisation management in accordance with the provisions of level 7 of the Latvian Education and Qualifications Framework, help the managers of various organisations by improving their comprehension of legal interrelations and the importance thereof for achieving the strategic goals of an organisations, as well as improve the ability to solve current scientific and professional issues of legal science in the interdisciplinary context.	prepare an expert with theoretical knowledge and research skills and teach students permanent legal skills in Law Science.
<b>Enrolment requirements</b>	Persons who have obtained an academic or professional Bachelor's degree in legal science or second level vocational higher education in legal science. Persons with a weighted average diploma grade below 7 are accepted based on interview results (the price of an interview is defined by the Senate of BIA).	• Bachelor's degree or higher education in social sciences with no less than 10 CP of courses in Law Science or legal science done	1) a Bachelor's degree obtained over no less than four years of studies or second level vocational higher education (or equivalent higher education), or 2) a Bachelor's degree awarded for completing a three-year education program and a Master's degree

Comparison between these programs leads to the inference that the structure of these programs is similar, yet the volume, duration and content thereof are essentially different, which testifies to the competitive advantage thereof (see the table):

- Programs offered by LU and RSU have the same volume of 40 CP or 60 ECTS;
- The volume of BIA's program is 80 CP or 120 ECTS;

- Study duration at LU and RSU is 1.5 years (3 semesters) of full-time studies;
- At BIA, the study duration is 2 years (4 semesters) of full-time studies;
- the degree awarded upon completion of all programs is the same – Master of Social Sciences in Law Science;
- internship – BIA is the only institution to offer scientific internship.

Each education program has its own essential specificity and differences. The BIA master's education program allows students to choose from 4 areas of legal science. The content of the master's education program available at the University of Latvia is suited to the needs of those working in the public and private sector, improving the competences of managers in the domain of legal science. Graduates of the master's education programs of RSU and LU can apply for positions that require a Master's degree with government and municipal institutions, commercial enterprises, state services, pre-trial investigation offices, agencies with the rights of a subject of investigatory operations, and courts.

The academic master's education program "Law Science" has been compared to two similar education programs available at foreign educational institutions – the Tartu University (TU) and the Mykolas Romeris University (see Table 2.1.5).

Table 2.1.5.

***Comparison between the academic master's education program "Law Science" and similar programs of foreign higher education institutions***

<b>Name of the higher education institution</b>	<b>BIA</b>	<b>Tartu University[3]</b>	<b>Mykolas Romeris University[4]</b>
<b>Name of the education program</b>	Master's education program "Law Science"	Master's education program "International Law and Human Rights"	Master's education program (focus area "International Law")
<b>Awarded degree</b>	Degree of a Master of Social Sciences in Law Science	Master of Legal Sciences	Master of Laws
<b>Duration of the studies</b>	2 years	2 years	1.5 years
<b>Volume of the education program</b>	80 CP (120 ECTS)	80 CP (120 ECTS)	60 CP (90 ECTS)
<b>Internship</b>	Research 6 CP (9 ECTS)	Internship 4 CP (6 ECTS)	-
<b>State examination</b>	Master's Thesis 20 CP (30 ECTS)	Master's Thesis 20 CP (30 ECTS)	Master's Thesis 20 CP (30 ECTS)

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**Goal of the studies**

Provides students with an opportunity to gain theoretical knowledge and learn practical skills in the legal science in order to train highly qualified and competitive law experts who would be able to fit into the Latvian and international labour market and possess broad knowledge of the law of the European Union.

Ensures the provision of comprehensive knowledge of the principles, subjects and practice in the domain of international law and human rights

Preparation of highly qualified legal experts specialising in the defence of the rights and interests of governments, international organisations, businesses and individuals at the international level, who would be capable of demonstrating their knowledge and conceptual thinking, comprehension, analytical skills and qualification in solving the problems of international legal regulation, offering substantiated solutions for eliminating problems in reliance upon the international legal standards, and able to ensure cooperation and efficient application of harmonised international, regional and national law. The program is up to the global challenges, as international aspects are being rapidly incorporated into national systems.

<b>Enrolment requirements</b>	Persons who have obtained an academic or professional Bachelor's degree in legal science or second level vocational higher education in legal science. Persons with a weighted average diploma grade below 7 are accepted based on interview results.	A Bachelor's degree or an equivalent qualification (obtained no later than by the end of July) comprising no less than 60 ECTS of legal study courses.	A Bachelor's degree or an equivalent diploma of the first higher education in Law Science (no less than 3 years)
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According to the comparison, the structure of all these programs is similar (see the table).

*Common features of the education programs:*

- BIA and MRU require previous completion of a no less than 3-year bachelor's education program for enrolment;
- Duration of studies at BIA and TU is 2 years of full-time studies;
- All programs share the same interdisciplinary research area – international law.
- Programs of BIA and TU include scientific or professional internship;
- Volume of the Master's Thesis (30 ECTS).

*Differences of the education programs:*

- TU accepts enrolees with qualifications including 60 ECTS of legal study courses, which is an equivalent of 2 years;
- Duration of studies at MRU is 1.5 years of full-time studies;
- The volume of MRU's program is 90 ECTS;
- Awarded degree: BIA - Master's Degree in Social Sciences, TU - Master of Law Science; MRU - Master of Laws;
- MRU does not provide internship.

Table 2.1.6.

***Comparison between the academic master's education program "Law Science" and similar programs of foreign higher education institutions (continuation)***

<b>University</b>	<b>Baltic International Academy</b>	<b>Tartu University[5]</b>	<b>Mykolas Romeris University[6]</b>
Name of the program	Law Science	International Law and Human Rights	International Law
Duration of the studies	2 years (4 semesters)	2 years (4 semesters)	1.5 years (3 semesters)
Total volume	80 CP (120 ECTS)	120 ECTS (80 CP)	90 ECTS (60 CP)

Volume of compulsory study courses	24 CP (129 ECTS)	48 ECTS (32 CP)	42 ECTS (28 CP)
Volume of compulsory electives	26 CP (30 ECTS)	30 ECTS (20 CP)	18 ECTS (12 CP)
Volume of elective courses	4 CP (6 ECTS)	6 ECTS (4 CP)	-
Master's Thesis	20 CP (30 ECTS)	30 ECTS (20 CP)	30 ECTS (20 CP)
Awarded degree	Degree of a Master of Social Sciences in Law Science	Master of Legal Sciences	Master of Laws

Comparison between the programs in terms of the content and structure of study courses reveals that the most essential parameters thereof are similar as pertains, in particular, to study courses in the domain of international law; however, in addition to international law, BIA offers 3 more focus areas of legal science – civil law, criminal law and mediation.

*Findings:* The BIA's academic master's education program "Law Science" has been developed in consideration of the experience of the European Union and the existing Latvian higher vocational education standards. Analysis of the "Law Science" program of BIA and similar foreign education programs reveals that the structure and nature of the study courses meet the national and international education standards and, as distinct from others, the BIA's program allows a choice between several focus areas of studies, thus producing the opportunity to obtain in-depth knowledge in the respective domain of the law.

#### *Appropriateness of the education program and the study courses to scientific trends*

According to the "Long-Term Operation and Development Strategy of the Baltic International Academy for the Period of 2016 to 2021" ([https://BIA.edu.lv/wp-content/docs/2020/BIA\\_strategija\\_LV.pdf](https://BIA.edu.lv/wp-content/docs/2020/BIA_strategija_LV.pdf)), one of the core strategic goals of the Baltic International Academy is the integration of science and research into all areas of studies and securing of international competitive performance in the priority domains of research: participation in international projects, mobility of students and professors, furtherance of scientific activity, further development of doctoral studies.

The Long-Term Operation and Development Strategy of the Baltic International Academy for the Period of 2016 to 2021 was used as a basis for development of the main strategic intents for the "Law Science" focus area in the domain of science and research:

- Participation of BIA in EU and other international programs and projects. Participation of BIA in Latvian projects and government research programs.
- Motivation of the academic personnel in respect of the preparation and publication of scientific articles, especially in the publications listed in internationally recognised databases (Thomson Reuters Web of Science, Scopus, etc.).
- Holding regular international scientific conferences and seminars in the focus research areas of BIA. Holding annual scientific conferences of young researchers.
- Involvement of students in research and preparation of publications through ensuring the principle of continuity in all focus areas of studies of BIA;
- Involvement of doctoral candidates into the teaching of study courses.

Ensuring compliance of the academic master's education program "Law Science" with scientific requirements:

- 1) updating the study courses by means of inclusion of the latest literature;
- 2) in order to make sure that the research stays focused at market demand, specialist practitioners are to be involved in lectureship and management of academic work alongside the academic personnel;
- 3) participation of educators of the "Law Science" education program in international projects and grant schemes;
- 4) participation of educators in international scientific conferences and publication of studies in scientific journals. Students of the program are also to be involved in the performance of scientific work. For instance, the studies performed within the boundaries of masters' theses are presented at industry-specific scientific and professional conferences;
- 5) Doctoral candidates from the BIA's "Law Science" education program participate in the implementation of study courses.

*Findings:* The logical structure of the academic master's education program "Law Science" promotes independent research and purposeful development of practical skills in a variety of domains of legal science. Amendments to the program meet the relevant trends of today, specifically, the use of mediation in judicial proceedings and civil law disputes (including family-related ones). The education program and its constituent study courses in four focus areas meet the current science development trends and offer competitive education.

[1] 21.05.2008. EIROPAS PARLAMENTA UN PADOMES DIREKTĪVA 2008/52/EK par konkrētiem mediācijas aspektiem civillietās un komercietās. Pieejams: <https://eur-lex.europa.eu/eli/dir/2008/52/oj/?locale=LV>

[2] 22.05.2014. Latvijas Republikas Mediācijas likums. Pieejams: <https://likumi.lv/ta/id/266615-mediācijas-likums>

[3] [https://estonia.dreamapply.com/en\\_GB/courses/course/503-ma-international-law-and-human-rights?search=7362378](https://estonia.dreamapply.com/en_GB/courses/course/503-ma-international-law-and-human-rights?search=7362378)

[4] [https://www.mruni.eu/en/study\\_program/law/](https://www.mruni.eu/en/study_program/law/)

[5] <https://oigus.ut.ee/en/admissions/curriculum-and-people>

**2.2. Assessment of the interrelation between the information included in the study courses/ modules, the intended learning outcomes, the set aims and other indicators, the relation between the aims of the study course/ module and the aims and intended outcomes of the study programme. In case of a doctoral study programme, provide a description of the main research roadmaps and the impact of the study programme on research and other education levels.**

The constituent study courses of the academic master's education program "Law Science" were mapped within the boundaries of analysis of the cohesion between the planned results of each



course with the results to be achieved by the program in general. Mapping results (see the annex) have led to the inference that the planned results of study courses included in the education program fully match the results to be achieved by the program in terms of knowledge, skills and competence.

Most of the study courses imply one's independent ability to use theory, methods and problem-solving skills for the performance of scientific work or highly qualified professional functions; the ability to provide reasoned explanations and discuss complicated or systemic aspects of the respective domain of legal science or professional area with specialists, non-specialists and clients; the ability to assume responsibility for the results of one's work and analysis thereof using innovations; the ability to formulate and critically analyse complicated scientific and professional problems, substantiate decisions and, if required, carry out additional analysis; the ability to perform in-depth legal analysis on one's own, discuss legal problems with legal science experts and specialists from other domains.

A number of courses in the study program is focused at the ability to use research-related skills to perform analytical research in the respective domain of legal science with proper methods, analyse the required data with appropriate data processing software, as well as interpret results and draw up reports on the results of a study in the form of a scientific publication, as well as to present the results of one's research; the ability to obtain, sort and analyse information from both traditional and modern literary sources and use it for scientific research (see, for example, course descriptions: *European human rights, Current problems of legal theory, Protection of the Rights of the Child in Mediation, Cross-border disputes and their resolution mechanism, Comparative Constitutional law, Current Problems of Criminal law*).

The program includes research practices during the research practice students commence their individual research activity in the selected practice base organization according to study program direction: they study functions of the practice base organization consulting activities, target audience; within the selected research problem perform situation study (primary data acquisition, data processing), acquire knowledge of jurisprudence problem issues. Research work methodology, acquired knowledge and practice, developing research competences.

That a mandatory part of the program is the publication of a scientific research article in a scientific journal. That is the purpose to create understanding of preconditions for development of scientific work, i.e., identification of jurisprudence theoretical knowledge, academic skills and abilities of scientific work according to specifics and requirements of the study programme.

Thus, upon completion of the academic master's education program, a student would achieve all intended results of the education program.

**2.3. Assessment of the study implementation methods (including the evaluation methods) by providing the analysis of how the study implementation methods (including the evaluation methods) used in the study courses/ modules are selected, what they are, and how they contribute to the achievement of the learning outcomes of the study courses and the aims of the study programme. Provide an explanation of how the student-centred principles are taken into account in the implementation of the study process.**

The academic master's education program "Law Science" of BIA is developed in order to allow attainment of the specified goals of the study program, which is achieved by means of achieving

the results of the respective area of the education program in observance of student-centred education principles. The education program is implemented in Latvian and English. Studies are structured in accordance with the student-centred teaching and learning principles. Descriptions of study programs are discussed at the sessions of the Council of the Law Science domain of studies and approved by order of the SBA Senate.

Considering the diversity of students' needs, each educator uses the most appropriate ways of teaching within the boundaries of a study course and practices different program implementation methods, using various pedagogical approaches on an as-necessary basis:

- *Lectures* – theoretical classes with elements of active education methods. In their lectures, educators use such active education methods as discussions, group work, case studies, thus creating a democratic and unconstrained atmosphere of the study process and conducting the development of critical thinking skills.
- *Seminar* classes are essentially discussions of current issues in the domain of legal science (theory and research). Seminars ensure an in-depth comprehension of the content of the course through familiarisation with scientific monographs and/or research papers. These take place as discussions and students' presentations, as well as by means of group work, case studies or role-playing methods, thus improving one's problem-solving skills and conducting the development of critical thinking skills.
- *Unsupervised studies* – reference papers, essays, project development, analysis of scientific publications, presentations. Practical classes focus both at the improvement of a student's practical and analytical capabilities and the personal, social, interpersonal and intercultural skills. Knowledge obtained through lectures and seminars and the ability to use it are tested by means of review work, tests, practical tests, unsupervised studies, reports and reference papers, which allow evaluation of the knowledge learnt during the study process.

The ability of the academic personnel to form a creative atmosphere and stimulate students' interest and curiosity in the study process helps students develop the skills and abilities to find various solutions in unconventional situations.

*The principles of student-centered education* are provided by positioning more of the student's learning needs. The study process is implemented, providing the Master's student with an opportunity to become a creator of his/her academic and research scientific growth. Educators use interactive education methods to help students develop communicative skills, the ability to work in a team or individually, cooperate with other experts and provide feedback on the results of research.

Considering the multitude of students' needs, each educator uses the most appropriate ways of teaching within the boundaries of a study course and practices different program implementation methods, using various pedagogical approaches on an as-necessary basis. Moreover, in order to ensure sustainable improvement of the quality of the study process, educators participating in the implementation of the academic master's education program "Law Science" operate actively in the Moodle environment. In the Moodle environment, educators publish guidance materials, presentations and tests for master's degree students to use in the study process.

Students can also consult with educators individually through the Moodle system's BigBlueButton mode. Thus, tutorial consulting is essentially available to each student.

Educators teach students to obtain, sort, analyse and critically assess scientific information from various sources and use it; perform independent research, develop and use innovative methods in finance management and analysis, process and interpret the obtained data and assess the practical importance thereof.

In order to lay a foundation for the development of overall scientific, creative, innovative and professional competence, students are involved in the scientific projects carried out by the academic personnel of the "Law Science" education focus area in the course of the study process, which rely on teamwork and concentrate at applied research in a variety of professional domains. Scientific research lines pursued by educators are reflected in the Master's Theses developed by students. Apart from that, students cooperate with educators (supervisors) in the preparation of scientific publications, which allows students to develop the culture of scientific work. Each year, students are invited to participate in various scientific conferences.

*Grading system.* Clarity of the achieved study results grading criteria is important. Therefore, these are explained at the beginning of a study course, so that students would understand the objectives and requirements being set. In the development of criteria, educators emphasise not just the assessment of one's knowledge, but the consideration of skills and competences as well. Grading criteria are developed in consideration of a broad spectrum of objectives with regard to what exactly is to be developed in students and how able they would be in dealing with different situations. The program description of each study course features the anticipated results of the studies.

The grading system used within the boundaries of the program meets the Study Result Assessment Charter of the Baltic International Academy (Approved by the session of the BIA Senate on February 14, 2019, minutes No. 137). A 10-point grading system is used. Tests and examinations are used at lectures and seminars as intermediate result assessment methods, which motivates students to study on their own throughout the entire semester and gives an idea of the students' skills for analysis of the material being learnt.

Each study course ends with a final written ad/or verbal examination, which may feature tests, reference papers, essays, etc. To complete practical skill development courses, students must do term papers in order to verify the actual level of their professional skill. Other forms of examination include consulting process records, development of research findings, presentations at seminars, essays, etc.

Development and assessment of the Master's Thesis is comprised of several stages – development of the research project, preliminary defence of the theoretical section and the practical session, and the final defence of the Master's Thesis. Such phased assessment system allows supervisors to keep track of the development and implementation of students' research projects, maintain student motivation and provide any required support, as well as to make sure that the work is being performed to a good quality.

The grading system in general features the following core principles: compulsoriness of grading – an integral part of education as teaching and learning, whereby students are rated for their learning of the compulsory content of the education program; transparency, clarity and availability of the content and clarity of grading in accordance with the specified goals and objectives of the education program and the specific study course; aggregation of achievements – reliable and useful provision of students and educators with information on a student's performance; objectivity of grading – in accordance with the requirements of a specific education program or study course, the content of grading, circumstances of the procedure, grading criteria are the same for all students.

A summary of information on how the study process meets the student-centred education principles can be formulated as the following inferences:

- 1) the study process considers and respects the diversity of students' needs (cares of adaptation at the initial stage of the studies, individual approach in the study process, involvement of academic and supporting personnel in solving the students' problems, opportunities to study according to an

individual plan);

2) different program implementation modes are available to the extent practicable (studies are available in both the full-time mode and the part-time mode);

3) various pedagogical methods are used as the circumstances require;

4) surveys are carried out in order to learn the students' opinions, and regular assessment of pedagogical methods is undertaken in order to determine the optimum way of achieving the goals of study courses and the study program;

5) the students' drive for independence is supported, while guidance and support from the academic and supporting personnel remain fully available;

6) mutual respect is conducted in the relations between students and the academic personnel; problems and conflict situations are solved through the intervention of the supervisor of the education program.

*Findings regarding the grading system:*

1) the academic personnel is knowledgeable of the testing and examination methods and focuses not just on the abstraction of knowledge, but also uses problem situation analysis methods allowing assessment of one's capability to use the obtained knowledge in practice;

2) students receive feedback on the independent works, homework and tests done within the boundaries of every study course, with appropriate advice regarding the learning process, if necessary;

3) the academic personnel strives to maintain a consequent grading process applied to all students in a fair and just manner and implemented in accordance with the approved procedures.

**2.4. If the study programme entails a traineeship, provide the analysis and assessment of the relation between the tasks of the traineeship included in the study programme and the learning outcomes of the study programme. Specify how the higher education institution/ college supports the students within the study programme regarding the fulfilment of the tasks set for students during the traineeship.**

The program features research internship in the volume of 6 CP (see course description in the appendix). In the course of research internship, students commence their own independent research activity with the selected base internship organisation in line with their selected focus area: they study the base internship organisation's consulting functions, the target audience, perform situational analysis within the boundaries of the selected research problem (primary data acquisition, data processing), acquire the knowledge of the issues of legal science. The goal of the internship is to:

- improve students' comprehension of the essence, theory and principles of research and scientific creativity;
- form and develop professional knowledge in the domain of Law Science;
- prepare students for the development of the Master's Thesis in scientific, theoretical and practical respect;
- improve students' comprehension of the essence research and scientific creativity and the instances thereof in legal science;

- develop the scientific research skills for the selection of the subject of the Master's Thesis and the core requirements towards the structure of the theoretical and practical section thereof.

In order to achieve the set tasks, BIA lecturers provide theoretical knowledge in lectures on the essence of scientific research, regulation of law, methodology of law, types of scientific texts, as well as peculiarities of master's thesis preparation, reviewing scientific articles, legal literature and case law for the last 5 years.

## **2.5. Analysis and assessment of the topics of the final theses of the students, their relevance in the respective field, including the labour market, and the evaluations of the final theses.**

At the time, there have not yet been any Master's Theses defended within the boundaries of the academic master's education program "Law Science", as master's students still continue their studies.

Development of the master's thesis is described in the respective study course (see the Description of the Course in the appendix) and the defense takes place in accordance with a strictly regulated procedure, which is explained in detail in the Charter of Development and Defence of Graduation Theses at the Baltic International Academy" [https://BIA.edu.lv/wp-content/docs/2020/BIA\\_diplomdarbu\\_nolikums\\_LV.pdf](https://BIA.edu.lv/wp-content/docs/2020/BIA_diplomdarbu_nolikums_LV.pdf).

[1] Noteikumi par Latvijas zinātnes nozarēm un apakšnozarēm. <https://likumi.lv/ta/id/296661-noteikumi-par-latvijas-zinatnes-nozare-un-apaksnozarem>

## **2.6. Analysis and assessment of the outcomes of the surveys conducted among the students, graduates, and employers, and the use of these outcomes for the improvement of the content and quality of studies by providing the respective examples.**

At the end of each semester, the Baltic International Academy organises surveys in order to conduct the improvement of the study process. A questionnaire has been developed for student surveys, which is available at the BIA website.

In order to learn the students' opinion of the quality of implementation of the education program or a separate study course, considering the specified goal of the survey, a survey can be initiated by students, the management of the Academy, educators of a specific study course or the supervisor of a program. Survey results are summarised by the BIA Computer Centre and the BIA Analytic Centre. Depending on the goal of the survey, the summary is submitted to the office of the respective program or the Rector's office, or, for the purpose of appointing educators – to the secretary of the Senate.

Substantiated opinions expressed through student surveys are taken into account when appointing educators or selecting guest lecturers for a specific study course. Survey results are recorded and taken into consideration when organising the next academic year. This mostly applies to educators' personalities and the course of implementation of the study process. Many suggestions have

actually been implemented, for instance, timely provision of information to students, suggestions regarding reasonable organisation of premise usage, etc.

*See the Annex for results of student and graduate surveys*

## **2.7. Provide the assessment of the options of the incoming and outgoing mobility of the students, the dynamics of the number of the used opportunities, and the recognition of the study courses acquired during the mobility.**

Within the period from academic year 2018/2019 to academic year 2020/21, no incoming or outgoing mobility opportunities were organised within the boundaries of the academic master's education program "Law Science", which is due to the fact that the program has just started, and the world is affected by global pandemic, which results in harsh restrictions on the travel of people between countries.

Outgoing mobility of students is ensured in accordance with the Regulations on 07.03.2018 on ERASMUS + program mobility for BIA students and employees: <https://bsa.edu.lv/en/erasmus/>

In turn, the incoming mobility of students is described in the **BIA system and mechanism for attracting foreign students** (see direction appendices).

## **III - DESCRIPTION OF THE STUDY PROGRAMME (3. Resources and Provision of the Study Programme)**

### **3.1. Assessment of the compliance of the resources and provision (study provision, scientific support (if applicable), informative provision (including libraries), material and technical provision, and financial provision) with the conditions for the implementation of the study programme and the learning outcomes to be achieved by providing the respective examples. Whilst carrying out the assessment, it is possible to refer to the information provided for in the criteria set forth in Part II, Chapter 3, sub-paragraphs 3.1 to 3.3.**

Main source of financing of the study process of the study programme is the tuition fees. Amount of the tuition fee and payment procedure for each study year are set and approved by the BIA Senate. There are the following payment options for tuition fees at the BIA:

- for the programme as a whole;
- for the whole study year;
- for one semester;
- monthly payments in accordance with the contractual payment schedule.

Tuition fees may be covered by the following funding:

- personal funds of the student;
- personal funds of the student's parents and other relatives;
- financing of the student's employer;
- study loan with a guarantee provided on behalf of the state;
- commercial credit;
- financing of the sponsor.

Every year the number of budget places financed by the BIA is set upon the BIA rector's order in the basic studies. Competition for the budget places is regulated by the Regulations on the competition for the budget places of the

BIA [https://bsa.edu.lv/wp-content/docs/admission/nolikums\\_konkurss\\_2020\\_lv.pdf](https://bsa.edu.lv/wp-content/docs/admission/nolikums_konkurss_2020_lv.pdf)

Methodological and informative resources provided by the BIA are sufficient to ensure the qualitative study process in the study programme. Since 2015 the Moodle study e-environment has been used. All study programme lecturers have created the Moodle study courses in which the students can access the study materials, study course description and study course requirements. In several study courses the students take exams, submit homework and communicate with the lecturer in the Moodle environment. The lecturers provide feedback on the students' work.

Information system NEXUS of the BIA plays an important role in informing students and teachers who can receive information about the planned lectures and intended audiences as well as the job and practice opportunities.

NEXUS has a section in which the BIA students can get acquainted with the internal regulations, study programmes, practice programmes, news of the BIA. Complete information on the study programmes, study courses, their volume and content is available on the BIA websites as an important source of information for the students and potential students.

### ***Library***

The BIA library is aimed to provide the students of the study programme with the qualitative study process and scientific work and to render the bibliographic and information services to the students, lecturers and other visitors. Students of the BIA and other interested parties have the opportunity to use the resources of the BIA library. Library consists of the subscription section and the reading room. Reading room is equipped with 11 computers with the Internet access, printing and copying facilities for students' convenience. It is also possible to work with laptops there. Literature for use is available in almost all study courses with an increasing proportion of the English literature. The library regularly receives periodicals published in Latvia and abroad. Library provides the access to the electronic databases is provided to the students and academic staff. It is also rendering the copying, printing and scanning services.

### ***Infrastructure***

Study process in the study programme takes place in the premises of the BIA buildings in Riga at Lomonosova Street 4 and Lomonosova Street ¼. These buildings have classrooms equipped with modern technical aids - whiteboards, TV sets, VCRs, camcorders, multimedia projectors. Many classrooms are equipped with a stationary multimedia projector, screen, computer with internet connection and other technical means. Free Wi-Fi is available in all buildings. Cafes are located on the ground floors of the buildings for the needs of the students and staff of the BIA, there are also vending machines with various drinks.

### ***Information technologies***

The BIA uses modern IT technologies for the provision of the study process: computers for study and professional development, NEXUS internal information system, Internet, standard and special software, audio / video and office equipment, equipment for audiences (stationary and portable multimedia projectors). Functionality of the internal information system is being continuously improved.

Modernization of computers is carried out, thus providing a faster, more efficient and effective study process. Teachers and students are using the email system offered by the BIA to provide the better electronic communication.

In order to ensure the academic honesty and prevent plagiarism it is planned to start examining students' final theses with the unified computerized inter-university plagiarism control system. Further information on the compliance of the information base (including libraries), material-technical base and financial base with the implementation and achievement of study results in the study programme is provided in the Clauses 3.1- 3.3 of the Section 3, Part II.

### **3.2. Assessment of the study provision and scientific support, including the resources provided within the cooperation with other science institutes and institutions of higher education (applicable to the doctoral study programmes).**

## **III - DESCRIPTION OF THE STUDY PROGRAMME (4. Teaching Staff)**

### **4.1. Analysis and assessment of the changes to the composition of the teaching staff over the reporting period and their impact on the study quality.**

The qualification and quantity of the academic staff employed in the academic Master's program „Law Science” corresponds to the requirements of the Law on Higher Education Institutions and the Long-term operating and development strategy of BIA and its Personnel policy. The academic staff involved in the implementation of the study program: has PhD or Master's degree required for teaching a corresponding study course. The academic staff consists of specialists practising in the field of Law Science. The academic staff employed in the study program has experience in pedagogical work, as well as in the field of scientific research, which ensures synergy of studies and research work.

During the period from the academic year of 2013/2014 to the spring of academic year of 2020/2021 the academic staff has changed not only in terms of quantitative content, but it has also undergone improvement and qualitative changes.

Table 4.1.1.

Scientific degree of the academic staff involved in the academic Master's study program „ Law Science”



	PhD Number	PhD Quant. %	Master Number	Master Quant. %	TOTAL%
BIA in principal work	15	66%	1	4%	70%
BIA in ancillary work	1	4%	6	26%	30%
<b>TOTAL:</b>	<b>16</b>	<b>70%</b>	<b>7</b>	<b>30%</b>	<b>100%</b>

As it follows from the table, at the moment 23 lecturers have been engaged for the implementation of the study program "Law Science". For 70 % of the lecturers BIA is the principal work place. From the total number of the lecturers 70% of the academic staff consists of 16 lecturers with PhD degree. 7 have Master's degree (1 has been elected in BIA, 6 are not elected), lecturers have Master's degree (30%), one of them has graduated from doctoral studies, and is a candidate of PhD in Law.

Based on academic positions (see Table 4.1.2) the study program is implemented by 23 lecturers, from which: 3 professors (13 %), 4 associated professors (17%), 4 docents (17 %); 7 lecturers (31 %); 5 leading researchers (22 %).

Table 4.1.2.

Academic position of the academic staff involved in the academic Master's study program „ Law Science"

	<b>Associated professor</b>		<b>Professors</b>		<b>Docents</b>		<b>Lecturers</b>		<b>Leading researcher</b>		<b>Total:</b>
	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>	<i>Number</i>	<i>%</i>	
BIA in principal work	3	13	3	13	3	13	1	4	5		22
BIA in ancillary work	0		1	4	1	4	6	27			
<b>Total</b>	<b>3</b>		<b>4</b>		<b>4</b>		<b>7</b>		<b>5</b>		<b>23</b>
<b>Total %</b>		<b>13</b>		<b>17</b>		<b>17</b>		<b>31</b>		<b>22</b>	<b>100</b>

During the period from September 2013 to May 2021 I. Plotka (professor), T. Jurkeviča (assoc. professor), M. Sumbarova (assoc. professor) have become associated professors and professors.

In general, the qualification of docents is considered as corresponding. In the implementation of the academic Master's study program "Law Science" the scientific and pedagogical experience of the lecturers ensures achievement of the goals of the education programs, as well as allows providing compliant knowledge, skills and competences for the students, by achieving the planned study results.

#### 4.2. Assessment of the compliance of the qualification of the teaching staff members (academic staff members, visiting professors, visiting associate professors, visiting docents, visiting lecturers, and visiting assistants) involved in the implementation of the

**study programme with the conditions for the implementation of the study programme and the provisions set out in the respective regulatory enactments. Provide information on how the qualification of the teaching staff members contributes to the achievement of the learning outcomes.**

The Baltic International Academy provides opportunities for the docents to improve their professionalism, supporting them in performance of their scientific research activity, mastering innovative methods and new learning technologies, which can be used in study process.

The systemic way of thinking of the academic staff affects the development of the way of thinking of the students, encourages mastering main concepts of the Law Science and also develops analytical and critical thinking in relation to various scientific approaches and problems. The ability of the academic personnel to ensure a creative atmosphere, encourage students' interest and curiosity in the study process, develops the skills and abilities of the students to find various solutions in non-standard situations. By using interactive study methods, the academic staff develops communication skills of the students and their team-work skills, which is one of the most important professional traits of the future law specialist.

Any representative of the academic staff, reading lectures in the framework of the academic Master's study program „Law Science“, has the following responsibilities:

**Included the qualification competence of the academic staff:**

- to develop and publish methodological materials for study courses, which he/she is supervising, to supplement and update MOODLE platform,
- to prepare PowerPoint presentations, distribution materials (summaries, assignments), authentic illustrative material (video and audio), and other materials that optimize the educational process,
- to manage consulting for students - 4 hours per semester and pre-examination consulting, to lead open classes once a year within the framework of hospitation and to attend at least 2 classes of their colleagues and participate in their discussions,
- to improve one's professional qualification, submitting relevant certificate,
- within the framework of program implementation to organize one event per year or actively participate in it: seminar, conference, round table, discussions, etc.,
- to participate in the events organized within the framework of implementation of the study program or BIA educational activities.

**In international activity:**

- to actively participate in international conferences, seminars, discussions and projects;
- to read lectures in the collaborating higher education institutions, including within the framework of the international mobility program ERASMUS.

**In the scientific research activity:**

- to speak at scientific conferences and seminars, to publish scientific articles (at least 1 publication per year),
- to follow the latest publications of scientific literature, to adjust the lists of literature offered to students, to inform the library director about the need to supplement the library funds.

The qualification of academic personnel is considered as corresponding; in general, the implementation of the program involved faculty, which performs active research work, therefore, is

able to ensure high quality in mastering of knowledge, related to latest scientific findings in the relevant field, as well as recognized professionals in the legal profession, who both directly and indirectly share their practical work experience, improving the skills and competences of their students. Therefore, the academic staff involved in the study program is able to form corresponding competences in students, by achieving the planned study results.

Table 4.2.1.

*Linking of the scientific research of the academic staff of the academic Master's study program „Law Science” with the study courses to be presented and subjects of Master's thesis*

Nr.	Name, surname	Scientific degree	Elected position	Study courses	Subjects of the supervised diploma thesis/Master's thesis
1.	Cvetkova Irina	Mg.iur.	Acting docent	Current issues of Law theory and Philosophy of Law; Mediation in civil disputes	Insolvency law and process, property law, property rights; obligations law.
2.	Gabrielyan Armen	Dr.iur.	Docent	International (European) labour law; International trade law; Legal problems of international transportation	Labour law, European Union law; public international law
3.	Jurkeviča Tatjana	Dr.iur.	Assoc. professor	Civil law protection mechanism in Europe; Current problems of civil procedure in Latvia and international civil procedure; Cross-border disputes and their resolution mechanism; Problems of obligations law and commercial transactions; International legal cooperation and dispute settlement	Civil procedure, obligations law

4.	Mežulis Dainis	Dr.iur.	Assoc. professor	Current problems of criminal law; International criminal law; Interaction between private international law and public law	Criminal law
5.	Nikuļceva Inese	Dr.iur.	Leading researcher	Comparative constitutional law	Constitutional rights, human rights
6.	Radionovs Jānis	Dr.iur.	Acting leading researcher	Problems of obligations law and commercial transactions	Property rights, obligations law, civil law
7.	Sumbarova Marina	Dr.iur.	Assoc. professor	Current problems of criminal law Current problems of criminal procedure law; International criminal law	Criminal law, criminal procedure
8.	Zahars Vitolds	Dr.iur.	Leading researcher	Criminal punishment policy	Right to enforce criminal penalties

The academic staff has knowledge and professional experience on the subject, which is taught in the relevant field of Law Science. The study program ensures proportionality of the academic staff of the professional and academic environment, therefore, creating a balanced team, which is represented both by practitioners in the field of law and academic staff, which helps in achieving the planned goals of the study program and ensure both academic and practical knowledge.

Within the framework of the program, changes in the structure of positions are controlled and systematic improvement of the academic staff takes place. In general, the involvement of the academic staff is rated as positive.

**4.3. Information on the number of the scientific publications of the academic staff members, involved in the implementation of the doctoral study programme, as published during the reporting period by listing the most significant publications published in Scopus or WoS CC indexed journals. As for the social sciences, humanitarian sciences, and the science of art, the scientific publications published in ERIH+ indexed journals may be additionally specified (if applicable).**

**4.4. Information on the participation of the academic staff, involved in the implementation of the doctoral study programme, in scientific projects as project managers or prime contractors/ subproject managers/ leading researchers by specifying the name of the**

**relevant project, as well as the source and the amount of the funding. Provide information on the reporting period (if applicable).**

**4.5. Provide examples of the involvement of the academic staff in the scientific research and/or artistic creation activities both at national and at international level (in the fields related to the content of the study programme), as well as the use of the obtained information in the study process.**

The research activity of the academic staff takes place in accordance with the directions of scientific research of the faculty and is one of the main directions of BIA activity. To ensure a successful research process, BIA has a Scientific Methodological Council, a Research Institute for Social and Humanitarian Problems, a Scientific Council of the Academy, and a Doctoral Council.

The research topics of the academic staff of the study program are closely related to the content of the study program and the academic courses of each lecturer. The teaching staff of the study program develops the directions of their scientific activity. As part of these directions, they conduct research, write scientific articles, participate in conferences, and supervise the scientific work of students and master students. The research work performed by the lecturers of the study program is used in the preparation of study course programs and in the training of students, and it has a direct impact on the study work.

The teaching staff of the study program regularly presents the results of their research to the scientific community by participating in conferences and scientific seminars organized by BIA, as well as conferences, symposia and congresses organized by other Latvian and foreign universities. The participation of the academic staff of the study program in international scientific conferences is reflected in the **Appendix**.

The list of the main scientific publications and prepared study literature of the academic staff involved in the implementation of the study program during the reporting period is reflected in the **Appendix**. The results of the research are reflected in published monographs, scientific articles and published conference materials, projects and other scientific activities.

The qualification of the teaching staff can be assessed as appropriate, because in general the implementation of the program involves both teaching staff who are actively engaged in research, thus able to provide high quality knowledge related to the latest scientific knowledge in the field and economically recognized professionals who are both directly and indirectly shares their practical work experience, improving students' skills. In general, the teaching staff involved in the program is able to develop appropriate competencies for students, achieving the set study results.

**4.6. Assessment of the cooperation between the teaching staff members by specifying the mechanisms used to promote the cooperation and ensure the interrelation between the study courses/ modules. Specify also the proportion of the number of the students and the teaching staff within the study programme (at the moment of the submission of the Self-Assessment Report).**

The following forms of cooperation between teaching staff shall be applied to improve the quality of academic and scientific activities in the implementation of the study programme:

- Peer attendance of lectures/classes, practical sessions/examinations by the associate professors of the Academy to assess the strengths and weaknesses of their work;
- Preparation of annual reports by the associate professors of the Academy on their academic and scientific activities, publications, participation in scientific research and scientific conferences;
- Promoting international exchange of the associate professors of the Academy by attracting funding from international foundations and creating opportunities for the associate professors of the Academy to gain experience in foreign universities;
- Invitation of highly qualified guest lecturers and associate professors to deliver study courses, conduct practical sessions, organise workshops, including those from foreign universities;
- Analysis and evaluation of the content of the study programme through self-evaluation reports for the past academic year. The data and conclusions are reviewed at the meetings of the Council and the Senate of the Study Programme "Law Science";
- Control and analysis of the quality of the study process and teaching regularly carried out by the Council of the Study Direction "Law Science";
- Surveys and analysis of the graduates' job skills and employability;
- Student surveys to obtain opinions on the compliance of the implementation, content and delivery of specific courses of study programmes with the study quality requirements;
- Use of external experts to assess the study process and students' knowledge;
- Strategic planning of the study process analysing the weaknesses of the study programme, their elimination and opportunities for the development of the programme;
- The aim of the study programme is ensured by the highest qualified academic staff, composed of a core - professors and associate professors, as well as highly qualified teaching staff (assistant professors, lecturers) and legal practitioners.

The Council of the study direction "Law Science" ensures the interconnection of study courses by regularly evaluating and improving study programmes, evaluating teaching staff on the results of research and academic performance.

In accordance with the Regulations on Quality Assurance in Higher Education, BSA operates an internal quality assurance system. In its activities, BSA complies with all the laws and regulations governing higher education, ensures compliance with the Latvian Qualifications Framework (LQF), and takes into account the following international requirements and guidelines: The European Qualifications Framework, the Lisbon Recognition Convention, the European Credit Transfer and Accumulation System (ECTS) Handbook, the European Guidelines for Validating Non-formal and Informal Learning, the European Document for the Modernisation of Higher Education (EACA), etc. BSA strives for continuous improvement of its management system - quality management system through targeted process planning based on ENQA (European Association for Quality Assurance in Higher Education) standards and guidelines to ensure adequate quality in the European higher education area.

# Annexes

III. Description of the Study Programme - 1. Indicators Describing the Study Programme		
Compliance of the joint study programme with the provisions of the Law on Institutions of Higher Education (table)		
Statistics on the students over the reporting period	Academ Master study programm LC_80 CP 17.08.2021..pdf	Akademiska maģistra studiju programmaTZ_80 KP 17.08.2021..pdf
III. Description of the Study Programme - 2. The Content of Studies and Implementation Thereof		
Compliance of the study programme with the State Education Standard	6_Pielikums_Ak.mag_stud_programm_TIESIBU_atbilstiba_valsts_izgl_standartam_ENG.docx	6_Pielikums_Ak.mag_stud_programm_TIESIBU_atbilstiba_valsts_izgl_standartam18.03.2021..docx
Compliance of the qualification to be acquired upon completion of the study programme with the professional standard (if applicable)		
Compliance of the study programme with the specific regulatory framework applicable to the relevant field (if applicable)		
Mapping of the study courses/ modules for the achievement of the learning outcomes of the study programme	3_Pielikums_Studiju kursa kartējums ak.maģistra studiju programmā "Tiesību zinātne"-ENG.docx	3_Pielikums_Studiju kursa kartējums ak.maģistra studiju programmā "Tiesību zinātne".docx
Curriculum of the study programme (for each type and form of the implementation of the study programme)	BIA Law Science Acad.Mg. PROGRAMME.docx	BSA TZ AK.MAG. PROGRAMMA.docx
Descriptions of the study courses/ modules	TZ_AKD.MG_KURSA+APRAKSTI_ENG_2021.doc	AK.MAG.KURSA APRAKSTI ar saturu 2021.doc
Description of the Study Direction - Other mandatory attachments		
Sample of the diploma to be issued for the acquisition of the study programme.	Diploms Akad.Mg.TZ_2021_EN_14.08.2021..2.pdf	Diploms Akad.Mg.TZ_2021_EN_14.08.2021..2.pdf
Description of the Study Programme - Other mandatory attachments		
Document confirming that the higher education institution/ college will provide the students with the options to continue the acquisition of education in another study programme or at another higher education institution/ college (a contract with another accredited higher education institution/ college), in case the implementation of the study programme is discontinued	Contract-RSU-EN.pdf	ligums_ar_RSU.pdf
Document confirming that the higher education institution/ college guarantees to the students a compensation for losses if the study programme is not accredited or the licence of the study programme is revoked due to the actions of the higher education institution/ college (actions or failure to act) and the student does not wish to continue the studies in another study programme	acad_Ma_LS_performance_Oblig_EN.pdf	Akad_mg_TZ_saistibu_izpilde_LV.pdf
Confirmation of the higher education institution/ college that the teaching staff members to be involved in the implementation of the study programme have at least B2-level knowledge of a related foreign language according to European language levels (see the levels under www.europass.lv), if the study programme or any part thereof is to be implemented in a foreign language.	TZ_AK.MAG.Valodu prasmes_ENG_2021.docx	TZ_AK.MAG.Valodu prasmes_LV_2021.docx
If the study programmes in the study direction subject to the assessment are doctoral study programmes, a confirmation that at least five teaching staff members with doctoral degree are among the academic staff of a doctoral study programme, at least three of which are experts approved by the Latvian Science Council in the respective field or sub-field of science, in which the study programme has intended to award a scientific degree.		
If academic study programmes are implemented within the study direction, a document confirming that the academic staff of the academic study programme complies with the provisions set out in Section 55, Paragraph one, Clause three of the Law on Institutions of Higher Education	Apliecinājums par ak.personāla atbilstību_AK.MAG_ENG.edoc	Apliecinājums par ak.personāla atbilstību_AK.MAG_LV.edoc
Sample (or samples) of the study agreement	TZ_Ac_Mag_Agreement_ENG.docx	TZ_AkMag_ligums_pl_80.docx
If academic study programmes for less than 250 full-time students are implemented within the study direction, the opinion of the Council for Higher Education shall be attached in compliance with Section 55, Paragraph two of the Law on Institutions of Higher Education.	CONCLUSION SL Master 2021.docx	Nr_29_BSA_mg_Ties_zin_par_250_stud.edoc